

GOVERNMENT OF KARNATAKA

DEPARTMENT OF COLLEGIATE EDUCATION BANGALORE

RIGHT TO INFORMATION ACT 2005

Report as per 4 (1)(b) Obligations of Public Authorities

PARTICULARS OF

MAHARANI'S WOMEN'S COMMERCE AND MANAGEMENT COLLEGE, MYSORE-570012

PHONE NO-0821-2428855

Particulars of Clause 4 (1)(b) of Govt. of India Information Act 2005

SL NO	CLAUSE	PARTICULARS
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8	Clause 4 (1)(b)(8)	STATEMENT OF BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OR FOR THE PURPOSE OF ITS ADVISE, AND AS TO WHETHER MEETINGS OF THOSE BOARDS, COUNCILS, COMMITTEES AND OTHER BOARDS ARE OPEN TO THE PUBLIC, OR THE MINUTES OF SUCH MEETING ARE ACCESSIBLE FOR PUBLIC
9	Clause 4 (1)(b)(9)	DIRECTORY OF ITS OFFICERS AND EMPLOYEES
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		REGULATIONS
11	Clause 4 (1)(b)(11)	BUDGET ALLOCATED TO EACH OF ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENTS MADE
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Particulars of its Organisation, functions and duties Section 4 (1)(b)(1) of the Right to Information Act 2005.

PARTICULARS OF ITS ORGANISATION, FUNCTIONS AND DUTIES

Sl. No.	Name of the Organization	Address	Functions	Duties
1	MAHARANI'S WOMEN'S COMMERCE AND MANAGEMENT COLLEGE, MYSORE	MAHARANI'S WOMEN'S COMMERCE AND MANAGEMENT COLLEGE, PADUVARAHALLI, MYSORE - 570012	Imparting Higher Education to students	Providing quality education to students

POWERS AND DUTIES OF ITS OFFICERS / EMPLOYEES (4 (1) (b) (2))

Sl. No.	Name of the Officer /Employee	Designation	Powers and duties
1.	Dr. G. H. Mahadevaswamy	Principal. & Associate Professor of Commerce	<p>1) The principal shall exercise such administrative powers as are delegated under various acts, rules regulations, orders and instructions of the government, department of collegiate education and competent authorities he shall be both administrative and academic head of the college.</p> <p>2) To ensure the admission of students, approval of the admission, and running the college as per the Academic schedule as prescribed by University of Mysore</p> <p>3) To ensure conducting of examinations as per the schedule of the University of Mysore</p> <p>4) To ensure that the proposal for renewal of affiliation is sent to the concerned University within the specified time</p> <p>5) To ensure that the scholarship applications of the concerned students are sent to the sanctioning departments</p> <p>6) To ensure that the accreditation and re-accreditation process completed as per the guidelines of the NAAC within the stipulated time.</p> <p>7) To comply with regulations of 2(f) and 12(b) of the UGC Act .of 1956.</p> <p>8) The principal shall engage 6 hours of teaching work- load in a week in the relevant subject</p> <p>9) any other duties and responsibilities as notified by the DCE, affiliating university, etc.,</p>
2	Teaching Faculty	PROFESSOR, ASSOCIATE PROFESSOR,	<p>1) The Faculty shall conduct the classes as per the time – table.</p> <p>2) Complete the syllabus prescribed by the concerned University within the specified time.</p>

		ASSISTANT PROFESSOR	<p>3) Extend their full co-operation to the heads of the departments in completing the syllabus before commencement of university Examinations.</p> <p>4) To co-operate with the principal in conducting internal Assessment, semester-end examination, etc.,</p> <p>5) To teach the workload prescribed by the UGC and to maintain diaries and the staff shall be made available to the students for at least 7 hours daily and five hours on Saturdays in the college.</p> <p>6) To maintain the attendance of the students in the classes</p> <p>7) Shall conduct the practical classes as prescribed by the university and attend valuation work of the university examination which is mandatory.</p> <p>8) To conduct tutorial and remedial classes as per the UGC norms etc.</p> <p>9) Working to maintain internal quality and assistance to principal</p> <p>10) Any other work assigned by the principal.</p>
3	Sri Muthuraja S	Librarian Selection Grade	<p>The following works are being carried Librarian in the library regularly.</p> <ol style="list-style-type: none"> 1. Library Resource and Organization and maintenance of books, journals and etc., with the computerized database using Library Automation Software. 2. Collection Building in terms of <ul style="list-style-type: none"> • Books (Text Books, Reference Books, Books on General Reading etc.) purchased • Journals Subscribed • E-journals, E-books, 3. Maintenance of collection <ul style="list-style-type: none"> • Technical Processing • Accessioning • Classification. • Cataloguing

			<ul style="list-style-type: none"> • Training to library staff to maintain collection <ol style="list-style-type: none"> 4. Book Purchase <ul style="list-style-type: none"> • Recommended by Teachers • Recommended by Students/Staff (other than teachers) • Publisher Catalogue • Arrangement of Collection / Stack Arrangement • Subject-wise / Classified shelving • Stock verification is completed regularly • Write off/ weeding out of books, reading materials, etc 5. Providing Library reader service like <ul style="list-style-type: none"> • Reference Service • Current Awareness Services • On-line Public Access catalogue (OPAC) • Home lending Services • Internet Information Services • E-Journals /E-Books Services. • Display of new arrivals • Literature search • User Orientation services 6. Providing Assistance towards updating institutional website <ul style="list-style-type: none"> • Information Provided about Library • Information Provided about Services rendered • Information Provided about Link of e-Resources • Information provided about new additions • Information Provided about Transactions • Information Provided about Library members • Information provided for University / College publication 7. Maintain necessary records /registers in the library etc.
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			<ol style="list-style-type: none"> 8. To arrange for annual stock verification of the library books and to send annual stock verification report to the concerned officers etc. 9. Any other works (Committee coordinator and Member) specified by the principal.
4	Sri Dayananda M J	Director Physical Education	<ol style="list-style-type: none"> 1. To coach, guide, train and supervise students in general, adopt a selective basis in major games and athletics, give training daily in the morning and evening hours 2. To assist the principal in the maintenance of discipline and healthy atmosphere in the college 3. Any other work assigned by the principal.
5.	Sri Basavaraju	Gazetted Manager	<ol style="list-style-type: none"> 1. To supervise overall office administrative work. 2. Work related to CL and EL of all faculty members and office staff. 3. Guest faculty approval related work. 4. Overseeing the pension papers of retired permanent faculty members. 5. Overseeing the correspondence papers of JD office and Head office. 6. To discharge the duties assigned by principal from time to time. 7. RTI related work 8. The Manager shall tender such advice to the Principal which is Necessary for smooth and efficient functioning of the college. 9. The Manager shall ensure that the draft, notes and the orders of his section are accurate and in accordance with rules. 10. 10..The Manager shall exercise such powers as are delegated to him by the Principal
6.	Smt. Jayashree K R	Superintendent	<ol style="list-style-type: none"> 1. Maintenance of Cultural Committee documents 2. Managing Accounts' of CDC Employees 3. Managing Reading Room documents

			<ol style="list-style-type: none"> 4. Collection of Data relating to College Affiliation 5. Hostel Warden & Supervision of Hostel students welfare in the Hostel 6. Maintenance of Accounts of SC/ST Scholarships 7. Documentation of Tenders relating to Security guards' appointment, Security Guards' Monthly Salary Records, Maintenance of Security Guards' Attendance 8. In addition, discharge of any other duties as per the directions of the Principal and Office Manager.
	Sri. Lingaraj D H	Superintendent	<p>Exam Section UG</p> <ol style="list-style-type: none"> 1. exam fees collection 2. 2. making Entries examination details of students 3. 3.Issue of Hall tickets to examination 4. 4.Exam answer scripts collection after the examination 5. 5.submitting the answer scripts to the university 6. 6.collection of marks cards from university 7. 7.Issue of Marks cards to the students 8. Collection of convocation applications from the students and submitting the same to university.
	Smt. Sree vani B	Superintendent	<ol style="list-style-type: none"> 1. In charge of PG admissions 2. Examination in charge 3. SC-ST scholarship work of PG students 4. 4In charge of Non- government 5. In charge of Red-cross Accounts 6. DDF Account management 7. Management of Scouts and Guide's cash book. 8. Management of Sports department's cash book. 9. Providing information pertaining to RTI of the college. 10. Executing the administrative work allotted by the principal and the

			<p>manager.</p> <p>11. Cash book management of identity cards provided to the students.</p> <p>12. Cash book maintenance of Annual magazine.</p>
	MAHADEVASWAMY M	Superintendent	<ol style="list-style-type: none"> 1. Preparation of Teaching/Non-teaching staff salary bill, arrears bill, duties regarding salary fixation, K2 bills. 2. Detail contingent bills 3. Management of TDS and form 16 4. In-charge warden of hostel and looking after the day to day activities of the hostel 5. Performing other duties as per the instructions of the Principal.
7	VACANT	FDA	<ol style="list-style-type: none"> 1. First division Assistant shall prepare the budget and correspondence letters, reconciliation of departmental figures. 2. He/she should assist Accounts superintendent in keeping update of departmental functions. 3. He/she should keep his files intact. 4. He/she should undertake admission work, , university work, scholarship work, examination work, pay bill work, UGC work, Account work, and any other work assigned by the principal.
9	Swamy M	SDA	<ol style="list-style-type: none"> 1. Admission of first year UG students 2. Issue of study Certificates to students 3. Issue of No Objection Certificate to students 4. Issue of No Due Certificate to students 5. Maintenance of admission register of UG students 6. Semi government account work 7. Old students association 8. Computer lab development 9. Assistance in fees collection 10. Admission approval of UG students from University

			11. Following the instructions of principal and higher authority
10	Sri. Puttaswamy	SDA	<ol style="list-style-type: none"> 1. Receive, verify and attest the requisitions of students applications related to hostel and scholarship and forward to the manager for verification with countersign. 2. Distribution of SC/ST students scholarship and maintain the respective cash book. 3. Duties related to Transfer Certificate. 4. Maintaining the accounts of IQAC 5. Maintenance of Outward and Inward books. 6. Maintenance of Stamp and Postal accounts. 7. Maintenance of Endowment prize related accounts. 8. Performing other duties as per the instructions of the Principal, Manager and Superintendent.
11	RAMESH	Attender	<ol style="list-style-type: none"> 1. Under graduate and Post Graduate Students' Marks Card Distribution work 2. University related Work 3. Treasury related work- submission of bills 4. Post Office related work (Letter Posting) 5. Submission of Salary slip to Bank 6. Collecting cheque book, 7. Collecting Pass book entry etc.
	SHIVAPPA NAYAKA. Y. B.	Attender	<p>Library Attendants/Attenders are responsible to the Librarian in day to day activities.</p> <p>Job Description:</p> <ol style="list-style-type: none"> 1. To work under the overall supervision of the Librarian/Assistant Librarian/Library clerk. 2. To check at the entrance. 3. To control at the property counter.

			<ol style="list-style-type: none"> 4. To maintain and upkeep/cleaning of library. 5. Labelling and pasting. 6. Repair and binding of books. 7. To maintain the books and periodicals properly. 8. To be present in the library for the specified working hours with punctuality. 9. Any other work assigned by his superiors.
12	VACANT	Peon(02 posts)	<ol style="list-style-type: none"> 1. Carrying a file from one section to another or from one case worker to another etc 2. Stitching the files / Exam bundles Carrying and distribution of stationary and making envelopes whenever necessary. 3. Arranging furniture Keeping the office and college premises clean & tidy. 4. Opening and Locking the college daily and looking after safety of college equipment , furniture , building etc., 5. University, bank and treasury work and other works 6. Other duties assigned by the principal

PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS (Section 4(1) (b)(3))

Activity	Description	Decision Making Process	Designation of Final Decision making authority
Academic activities	Teaching and Evaluation	Staff in charge	Principal
Extra and Co-curricular Activities	NSS , sports and cultural Programmes	Staff in charge	Principal
Office administration	University work, departmental work and other works assigned by the principal	Undertaken by the staff appointed by the CDC	Principal

NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS Section 4 (1)(b) (4)

Sl. No.	Functions and service	Norms / standards of performance	Time frame	Reference document prescribing the norms (citizens charters service chapter, etc.,)
1	Academic activities	As per the rules of Dept. of Collegiate Education, Mysore University and University Grants Commission	As per University calendar	University calendar
2	Extra and Co-curricular activities	As per the guidelines of the University	As per the guidelines of University	University calendar
3	Office administration	Office Procedure Manual and Rules & Guidelines of the Govt. of Karnataka and the Dept. of Collegiate Education	As per the Govt. rules	Govt. notifications, orders and rules etc.

RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY IT OF UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS AS PER CLAUSE 4 (1)(b) (5) OF THE RIGHT TO INFORMATION ACT 2005.

SL. No.	RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORD USED
1	KARNATAKA CIVIL SERVICES RULES – 1958
2	KARNATAKA FINANCIAL CODE – 1958
3	KARNATAKA TREASURY CODE – 1958
4	BUDGET MANUAL 1958
5	MANUAL OF CONTINGENCY EXPENDITURE – 1958
6	KARNATAKA CIVIL SERVICE RULES (CLASSIFICATION, CONTROL AND APPEAL) RULES – 1957
7	CONDUCT RULES – 1966
8	KARNATAKA EDUCATION ACT – 1983 (KARNATAKA ACT NO. 1 OF 1995)
9	KARNATAKA EDUCATIONAL INSTITUTIONS (COLLEGIATE EDUCATION) RULES – 2003
10	GRANT IN AID CODE
11	KARNATAKA CIVIL SERVICES (GENERAL RECRUITMENT) RULES – 1977
12	KARNATAKA CIVIL SERVICES PROBATIONARY RULES – 1977
13	KARNATAKA GOVT. SERVANTS SENIORITY RULES – 1957
14	TRIPLE BENEFIT SCHEME RULES – 1976
15	UNIVERSITY GRANTS COMMISSION GUIDELINES
16	KARNATAKA STATE TRANSFERENCY ACT – 2000
17	RELEVANT GOVERNMENT NOTIFICATIONS AND ORDERS
18	KARNATAKA CIVIL SERVICES (REGULATION OF PROMOTION, PAY AND PENSION ACT, 1973 AND RULES 1978 RULES GENERAL RECRUITMENT RULES – 1977)
19	KARNATAKA CIVIL SERVICES (CONFIDENTIAL REPORTS) RULES 1985
20	KARNATAKA STATE UNIVERSITY ACT – 2000
21	JURIDITIONAL, UNIVERSITY REGULATIONS, BYLAWS AND EXAMINATION MANUAL.
22	KARNATAKA EDUCATIONAL DEPARTMENT SERVICES (COLLEGIATE EDUCATION DEPARTMENT) (SPECIAL RECRUITMENT) RULES 1993 AND OTHER RULES AS AMENDED

STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER CONTROL AS PER CLAUSE 4 (1)(b) (6) OF THE RIGHT TO INFORMATION ACT 2005.

SL. NO.	CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER CONTROL
1	ATTENDANCE REGISTERS : Maintained
2	MOVEMENT REGISTERS : Maintained
3	CASUAL LEAVE REGISTERS : Maintained
4	LETTERS INWARD REGISTERS : Maintained
5	POSTAL STAMPS ACCOUNTS REGISTERS : Maintained
6	LETTERS OUTWARD REGISTERS : Maintained
7	TAPPAL ISSUE ACNOWLEDGEMENT REGISTERS : Maintained
8	MUDDAM REGISTERS : Maintained
9	FILES SENDING REGISTERS (SIGNAL FILE SYSTEM) : -----
10	CASE WORKER PERSONAL DIARY/CASE REGISTERS : -----
11	CASH BOOKS :Maintained
12	DAY BOOKS :Maintained
13	GRANT RELEASE REGISTERS : Maintained
14	SALARY DISBURSEMENT REGISTERS : Maintained
15	ADVANCE SANCTION REGISTERS : Maintained
16	STOCK REGISTERS :Maintained
17	A.G. AUDIT OBSERVATION COMPLIANCE REPORT REGISTERS: Maintained
18	SPECIAL STATE GAZETTES : -----
19	NATIONAL LOANS SCHOLARSHIP RECOVERY REGISTER: -----
20	OTHER SCHOLARSHIP REGISTERS : Maintained

ARRANGEMENT FOR CONSULTATION WITH, OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF POLICY OR IMPLEMENTATION THERE OF.

(Section 4(1) (b)(7))

Sl. No.	Functions /service	Arrangements for consultation with or representation of public in relation with public policy formulation	Arrangements for consultation with or representatives of public in relations with public with policy implementation
1	College infrastructure and other developments	College Development Committee	College Development Committee, Parent-Teachers Committee, Principal and Staff
2	Students activities	Principal and Staff , Parent- Teachers Association, CDC and IQAC	College Development Committee, Parent-Teachers Committee, Principal and Staff

STATEMENT OF BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OR FOR THE PURPOSE OF ITS ADVISE, AND AS TO WHETHER MEETINGS OF THOSE BOARDS, COUNCILS, COMMITTEES AND OTHER BOARDS ARE OPEN TO THE PUBLIC, OR THE MINUTES OF SUCH MEETING ARE ACCESSIBLE FOR PUBLIC AS PER CLAUSE 4 (1)(b)(8) OF THE RIGHT TO INFORMATION ACT 2005.

Sl. No.	Name of the council, committees	Composition	Powers and functions	Whether its meetings open to public /Minutes of its meeting accessible for public
1.	College Development Council	<p>Chairman- Sri. L. Nagendra, Hon.MLA, Chamaraja Assembly Constituency, Mysore.</p> <p>Members: 1.Smt. Sunanda Palanethra Mayor, Mysore City Corporation 2.Sri.Chandranna-Representing SC/ST 3.Sri. Rajesh Gokulam,-representing Backward classes 4.Smt. Chandrakala-Lady Representative 5.Dr. Annegowda - Retired Principal, Retired educationist 6.Sri K B Prabhu Prasad, Retired Principal, Retired educationist.</p>	<p>1.To advise the Principal and Staff regarding academic, co-curricular and extra- curricular activities of the institution</p> <p>2.To monitor overall growth of the institution,</p> <p>3.To authorize utilization of CDC funds for the infrastructure maintenance,</p> <p>4.To authorize employment of D group employees and payment of Honorarium for their service</p>	Yes, Minutes book of the meetings of the committees accessible for public

		<p>7.Sri. Srikantaiah-Retired educationist, 8.Sri. Bharath Jetty-Local Businessman 9.Smt. Uma-Local Businessman 10.Sri. Dhanaraj-Local Businessman 11.Sri. Changalaraya Reddy-Local Industrialist 12.Sri. Nagesh-Local Industrialists 13.Sri. K. Somashekhar 14.Raju-Local Industrialists. 15.Kum. Kavya K R-President College cultural Committee 16.Dr.G H Mahadevaswamy, Principal 17.Sri. Basavaraju (Gajetted Manager)</p>		
2.	SC/ST Students Welfare Committee	<p>Coordinator: CHINNASWAMY.K Members: 1.Sri.Somanna 2. Sri Krishnamurthy 3.Dr.S.Manju 4. Sri.Shivanna. P 5. Sri.Adishesh. S 6. Sri.Prasad. H.V 7.Dr.Nalini.R 8.Smt..Thulsi.B.V 9.Dr.Srinivas.B.K 10. Smt. Safinaz 11. Smt.Nagalakshmi N 12.Sri.Basavaraju 13.Kum.Ahalya</p>	<p>1. To create awareness about constitutional rights. 2. To ensure the academic wellbeing of the student. 3.To secure safety and welfare of the SC/ST students 4. To help the students to apply government scholarships.</p>	

3.	Hostel committee	<p><u>Co-ordinator:</u> Sri. Somanna S –HOD, Smt. Tulasi B.V</p> <p><u>Members:</u> 1.Dr.Manju S 2. Sri. Krishnamurthy 3.Dr. Nalini R 4.Dr. Veena M 5. Sri. Kantharaju- 6. Sri. Prasad H K 7. Smt. K.T.Vanitha 8.Dr.M C Shivakumar 9. Sri. Nagendra N 10. Smt. Puneetha S.J 11.Dr.B. S .Yogesh 12. Sri.Srikanth N 13. Smt.Triveni P 14. Smt.Margaret Mary 15.Dr.Someshwari T 16.Dr.Veena M 17. Smt.Sujatha B 18. Smt.Shilpa H R 19.Sri. Basavaraju 20.Sri.Mahadevaswamy –Superintendent</p>	<p>1. Monitor the facilities to be availed for the students.</p> <p>2. To address welfare related issues of students.</p> <p>3.The committee works for the overall welfare of students in the Hostel, in terms of student development program, counselling the students, Vaccination for the students during this pandemic situation etc.</p>	
4.	Alumni Association(R)	<p>1.President : Prof. Tulasi B.V 2.Vice-President : Smt. Sahana C.R 3.Secretary : Kum.Baby C 4.Joint Secretary : Kum. Rajini R</p>	<p>1. To identify, organize and bring co-ordination among the alumni of the college.</p> <p>2. To train educationally backward, rural and poor students, and lend assistance to the students.</p>	

		<p>5.Organising Secretary : Smt. Prathibha M</p> <p>6.Treasurer : Dr. Veena M</p> <p>7.Directors :</p> <p>KumUsha B.S</p> <p>Kum. Bindu A</p> <p>Smt. Archana M V</p>	<p>3. To organize self-employment training programs.</p> <p>4. To make students service oriented, organize various programs.</p> <p>5. To work towards all-round development of the college.</p>	
5	<p>Career Guidance and placement cell (UG) And Skills development committee</p>	<p>Coordinator:</p> <p>Dr.Nirananababu H.S</p> <p>Members:</p> <p>1.Sri. Somanna</p> <p>2. Sri.. Kantharaju M</p> <p>3.Dr.Manju S</p> <p>4.Dr.Trinesh</p> <p>5. Sri. Prasad H K</p> <p>6. Smt.. Tulasi</p> <p>7. Sri. Srikanth N</p> <p>8. Smt. Pavithra</p> <p>9. Sri. Mutturaja S</p> <p>10. Smt. Shilpa H R</p>	<p>1.Create awareness among students regarding available career options such as employment, higher studies, professional courses, competitive exams etc.,</p> <p>2.To assist the students in identifying their career objectives.</p> <p>3.To conduct skill development training programs for the benefit of students</p>	
6	<p>Counselling committee</p>	<p>Coordinator: Mrs. MN Rajani</p> <p>Members:</p> <p>1.Smt. Sherley Shubha</p> <p>2.Dr. Nalini R</p> <p>3. Smt. Margaret Mary</p> <p>4. Sri. Prasad H K</p> <p>5. Smt. Shilpa H R</p>	<p>1.To ensure smooth Functioning of the Counselling committee by protecting the welfare of the students</p> <p>2. To give counselling to the needy students</p> <p>3. To create awareness among the students about legal, financial, economical and social awareness</p> <p>4. To see into it that there is equality and justice in all the matters</p>	
7	<p>Reading Room</p>	<p>Coordinator: Sri.Adishesha S</p> <p>Members:</p>	<p>1. Coordinating with the librarian.</p> <p>2. Supervising the supply of newspapers, magazines</p>	

		1. Sri. Mutturaja S 2. Sri. Somanna 3. Sri. Krishnamurthy 4. Sri. K C Somanna 5. Sri. Kantharaju M 6. Dr. Manju S 7. Dr. Ravishankar B	and journals. 3. Motivating students to make use of the facilities of reading room to gain better knowledge and information.	
8	ADMISSION COMMITTEE	Co-ordinator: Capt. Dr. M C Shivakumar Members: 01. Sri. Krishnamurthy- 2. Sri. Somanna 03. Sri. K C Somanna 04. Sri.. Kantharaju M 05. Sri. Prasad H K 06. Sri. Manu R V 07. Dr. Govindgowda K E 08. Dr.. SRINIVAS B K 09. Smt. Tulasi B V 10. Smt.. Sujatha B 11. Smt.. Shilpa H R 12. Sri. Adishesha 13. Sri. Jayashankar K R 14. Dr. Manjunath V 15. Sri. Nagendra N 16. Dr. B S Yogesh 17. Smt.. Punitha S J 18. Dr. Someshwari T	01 To give the information regarding admission process to student through college notice board, website etc... 02 To give the information to students that, documents to be enclosed with application forms Ic marks cards, other certificates and fees details. 03 To admit as per the govt guidelines to follow reservation policy of the state govt issue through the DCE. 04 To announce the admission list at regular intervals (1 st list, 2 nd list and final list). 05 To admit only those number of students as prescribed by the University of Mysore.	

		<p>19. Dr. Veena M (UG) 20. Sri. Dayanand M J 21. Sri. Athaulla khan 22. Sri. Swamy M Office SDA</p>		
9	The Bharath scouts and Guides Committee	<p>Ranger Leader: Thriveni P Co-ordinator: Latha N sarode Member:</p> <ol style="list-style-type: none"> 1. Sri. Somanna 2. Sri . Kantaharaju 3. Dr.Nalini, Management 4. Dr.Veena M – M.com 5. Sri . Chinnaswamy K 6. Smt. Vanitha N 7. Dr.Manjunath v 8. Dr.yogesh B S 9. Dr.NiranjanBabu H S 10. Dr. M C Shivakumar 11. Smt . SherlyShubha J M 12. Smt.. Margaret Mary -Commerce 13. Smt.. Shilpa H R 14. Smt. Srivani B- Office Superintendent 15. Divya shree R Student 16. Sri. Gowri Balchandar Hegade –Student 	<p>1. Provide emergency health care and assist with emergency projects as per your experience and for qualification 2. development of young people in achieving their full Physical, Intellectual, social and Spiritual potentials as individuals, as responsible citizens and international communities 3. To create awareness about Loyalty, Courageous, Courteous, Friendly to animals Loves nature.</p>	
10	Library advisory committee	<p>1. Sri. Muthuraja S- Coordinator Members-</p> <ol style="list-style-type: none"> 2. Adishesha. S 3. Dr. S Manju 4. Sri. Somanna 	<p>1. To formulate a development plan for the library 2. To prepare the collection development and selection policy for library. 3. To assist the Librarian in formulating general</p>	

		<p>5.Sri. Kantaraju M 6.Dr. Ravishankar 7.Sri. Krishnamurthy 8.Sri.K C Somanna 9.Sri.. Latha N Sarode 10.Dr. Nagalakshmi N 11.Sri.. Safinaz 12.Sri. Dayanada M J 13.Sri. Basavaraju 14.Smt. Jayashree 15.Kum.Kavya 16.Shashirekha. M. E</p>	<p>rules and regulations which govern the Functioning of the library 4.To work towards modernization and improvement of Library and documentation Services 5.To prepare budget proposals for the development of the Library 6.To suggest the Librarian on the distribution of funds made available for the purchase of books, journals and other academic services</p>	
11	Student welfare committee	<p><u>Co-ordinator:</u> I Year Degree : Smt. Punitha S J II Year Degree: Smt.Vanitha N <u>Members:</u> 1. Sri. Somanna-HOD-B.com 2.Dr.Manju S 3. Sri. Prasad H K 4. Smt. Rajini M N 5.Dr.M C Shivakumar 6. Smt. B V Tulasi 7.Dr.B S Yogesh 8. Sri. Srikanth N 9. Sri.Dayanandh M J 10. Smt.. Triveni P 11. Smt..Pavithra B 12. Sri.Manu R V</p>	<p>1. To address welfare related issues of students. 2.The committee works for the overall welfare of students in terms of student development which consists of student development program, counselling the students, social aspects(bus pass, vaccination for the students during this pandemic situation) etc. 3. Monitor the facilities to be availed by the students.</p>	

		13.Dr.Someshwari T 14.Dr.Veena M-Management 15. Smt..Sujatha B 16. Smt..Shilpa H R		
12	Student Welfare Committee- Final year Degree Students	Coordinator: Margaret Mary	1.Providing Counselling to Slow Learners 2.Coordination with staff for welfare of students 3. Special attention to students with learning difficulties due to health issues and low self-esteem.	
13	IQAC Committee	Coordinator: Dr. Manju S Co-coordinator: Dr. Manjunath V Members: 1. Sri. Krishnamurthy 2. Sri. Somanna 3. Dr. NaliniR 4. Sri. KanthaRaju M 5. Sri.Srikanth N 6. Sri.Manu R V 7. Dr. Kanthesh Sannigammanavara Shri. Basavaraju Student Representative: 8. Kum. Shashirekha M E Parent Representative: 9. Shri. Rajesh M P UG Student Representative: 10. Kum. Kavya R	To Plan, promote and implement measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.	

		<p>11. Shri. Puttaswamy S Industry Representative: 12.Mrs. RukminiChandran Alumni Representative: 13.Kum. Malavika R</p>		
14	Youth Red cross Committee	<p>Co-ordinator: Smt.Thriveni P: Unit -1 Sr. Srikanth N Unit -2 Members: 1.Sri. Somanna HOD Commerce 2. Dr. S Manju IQAC 3.Sri. Punitha S J- Commerce 4.Sri Nagendra N-Commerce 5.Dr. Yogesha B S -Commerce 6.Sri. Tulasi B V- Commerce 7.Dr. M Veena- Management 8.Dr. Srinivas B K- Kannada 9.Dr.Kantheshsannigammanavar- MBA 10.Srivani B-Office Superintendent 11.Anikethana N -P.G Student 12. Sushmitha K G-U.G. Student</p>	<p>1.To encourage the students to extend their humanitarian services to the society. 2.To understanding and acceptance of civic responsibilities and acting accordingly with humanitarian concern to fulfill the same. 3.To enable the growth and development of a spirit of service and sense of duty with dedication and devotion in the minds of youth. 4.To conduct social and health awareness programme. 5.To offer First Aid Training to all YRC volunteers.</p>	
15	College Magazine Committee	<p>Coordinator Dr. Srinivasa B K, Members: 1.Prof. Krishnamurthy 2.Dr. S Manju 3.Prof. S Adishesha 4.Smt.. Safinaz 5.Dr. N Nagalakshmi</p>	<p>1.to encourage students writings, and publish the report of academic and non academic activities; 2.To inculcate writing habits among the students</p>	

		6. Latha N.Sarode 7. Nagendra N 8. B V Tulasi Dr. B S Yogesh 9. Srikanth N 10.Dr. Kantesha Sanningammanavara 11.. Manu R V 12.Dr. M Veena 13.Dr. Madevaswamy 14.Sri. Basavaraju 15.Smt. Vani 16.Ku.Chadana		
16	Cultural Committee	Coordinator: H.K.Prasad Members: 1.Sri. Somanna 2. Sri.Khanthraju M 3.Dr.Nalini R 4. Sri. Shivanna P 5. Sri.Madevswamy 6.Dr.Srinivas B K 7.Dr. Manju S 8. Sri. Tulasi B.V 9. Sri.Krishnamurthy 10. Sri.Somanna K.C 11.Smt. Shilpa H R- 12.Kum.Kavya R – Student 13. Kum.Yashaswini M B-Student	1. To organize cultural events in the college, 2. Guide and motivate students participate in the cultural programs conducted by other institutions.	

17	All India Survey on Higher Education (AISHE)	Coordinator: CMA Dr. Trinesha T R Members: 1. Prof. Prasad H K 2. Sri. Basavaraju (Gztd. Manager) 3. Prof. Adishesha 4. Dr. Chinnaswamy 5. Dr. Manju 6. Dr. Kanthesh-Sanninganamavar	1.To do e-attestation of documents submitted by students in SSP and NSP portal for Scholarship 2. To furnish the details of institution in terms of financial and academics through DCF of AISHE portal.	
18	IT Committee	Coordinator: Prof MANU R.V Members: 1. PROF. KRISHNAMURTHY 2. Dr. NALINI R 3. Dr. MANJUNATH V 4. PROF. NAGENDRA N 5. Dr. YOGESH B Y 6. PROF. CHINNASWAMY 7. Dr. KANTHESH SANNIGAMMANAVR 8. Dr. SRINIVAS B K 9. Dr. VEENA M 10. Dr. SOMESHWARI T 11. PROF. MADEVASWAMY 12. SRI. BASAVARAJU	<ul style="list-style-type: none"> • Provide necessary information to students about college in college website • Providing required facilities in Computer Lab. • Facilitating ICT required information and inputs to students as required. • Coordinating the Tab/Laptop distribution process provided by the Government. 	
19	Women Welfare And Women Sexual	Co-ordinator: Dr. Nalini R Members: 1. Sri. Krishnamurthy	1.To create awareness in students' about laws pertaining to sexual harassment of women 2. To create awareness about gender sensitization in students	

	Harassment Enquiry Committee	<p>2. Sri. Somanna 3. Sri. Kantharaju M. 4. Dr. Manju S- 5. Sri.Chinnaswamy 6. Smt. Vanitha N 7. Capt. Dr. M C Shivakumar 8. Smt. Tulasi B V 9. Smt.Sherly Shubha J M 10. Dr. B S Yogesha 11. Dr. Sumana B K 12. Smt. Sujatha K 13. Smt. Jayashree 14. Smt.Shwetha –practicing Advocate 15.Mrs. Yashodha- WHC, Jayalakshmipuram Police Station, Mysore 16. Student representatives: 1.Deepthi , Final B Com 2.Yashaswini M B, Final BBA 3.Shashikala, Final M Com 4.Anitha C S, Final MBA</p>	3. To resolve any issue pertaining to sexual harassment of students in college as per the required procedure	
20	PG Placement Cell	<p>Coordinator:Dr. Kantesha Sanningammanavara Members: 1. Dr. S Manju 2. Dr. Ravishankar B 3. Dr. Niranjana Babu H S 4. Sri Muthuraja S 5. Prof. Manu R V</p>	<p>1.Developing the students to meet the Industries recruitment process. 2.To motivate students to develop soft skills in terms of career planning, goal setting. 3.Conducting Career Guidance Sessions 4.Organising Campus Recruitment Training Programme</p>	

21	Parents Committee	<p>Coordinator: K T VANITHA</p> <p>Members:</p> <ol style="list-style-type: none"> 1.Sri.Somanna 2. Sri .Krishnamurthy 3. Sri .Kanthraju M 4.Dr. Manju S 5.Smt.Latha N Sarode 6. Sri .Prasad H K 7. Smt.M N Rajini 8.Dr.Manjunath V 9.Dr. Niranjanababu H S 10. Dr. Govindgowda K E 11. Dr. M C Shivakumar 12. Smt.Margaret Mary 13. Smt.Shilpa H R 14.Cma Dr. Trinesha T R 15.Dr. Kanthesh Sannigammanavara 16. Sri.Mutturaja S 17. Sri.M J Dayanand 18. Sri.Basavaraju 19.Kavya S – 1st Bcom E Sec CR 20.Manasa V -1st Bcom F Sec CR 21. Bhagya M – 3rd Bcom B Sec CR 22. Bavya – 3rd Bba A Sec CR 23. Shashireka- 2nd Mcom CR 24. Anitha C S -2nd MBA CR 	<ol style="list-style-type: none"> 1.To conduct two meetings for the parents of UG and PG students 2.To preview the curriculum 3.To encourage the parents to become more involved with their ward’s progress 4.To enable the teachers to understand more about the parents and their daughters/wards 5.To know about the parent’s expectations from the teachers and college 	
22	Examination Committee	<p>Coordinator: Dr. Yogesh B S</p>	<ol style="list-style-type: none"> 1.To schedule the C1 and C2 for all the UG programs 	

		<p>Members:</p> <ol style="list-style-type: none"> 1.Sri. Krishnamurthy 2.Sri. Somanna 3.Sri. Somanna K C 4.Sri. Kantharaju M 5.Sri. Nagendra N 6.Dr. Manjunatha V 7.Smt. Triveni P 8.Sri. Srikanth N 9.Dr. Srinivasa B K 10.Sri. Manu R V 11.Smt. Pavithra B 12.Sri. Lingaraju D H 	<ol style="list-style-type: none"> 2.To plan and allot the required manpower to ensure the smooth conducting of the Examination 3.To ensure the timely collection of examination forms, uploading of the forms and distribution of exam hall tickets, 4.to plan and allot adequate no of halls for conduct of the examination 	
23	Attendance committee	<p>Convenor : Prof. Pavithra. B</p> <p>Members:</p> <ol style="list-style-type: none"> 1. Prof. Somanna 2. Dr.S. Manju 3. Prof. Kantharaju M 4. Prof. Krishnamurthy 5. Dr. B S Yogesh 6. Prof. Punitha S J 7. Dr Trinesh T R 8. Dr. Srinivas B K 9. Dr. Sumana 10. 	<ol style="list-style-type: none"> 1. To monitor students attendance ensure minimum attendance to write University exam. 2. Staffs are encouraged to give suggestions to improve the attendance percentage of the students. 3. Mentors must inform the parents about their wards attendance if it is below minimum or frequent absenteeism. 	
24	Disciplinary Committee	<p>Co-ordinator: Capt. Dr. M C Shivakumar</p> <p>Members:</p>	<ol style="list-style-type: none"> 1.To monitor the discipline of the students in the class room and campus 	

		<ol style="list-style-type: none"> 1. Sri.Somanna 2 . Sri. K C Somanna 3.Dr. Kanthesh Sannigammanavara 4. Sri.Nagendra N 5. Dr. B S Yogesh 6. Sri. Prasad H K 7. Smt. Sherly Shubha J M 8. Smt. Margaret Mary 9. Smt. Triveni P 10. Smt. Tulasi B V 11. Sri. Govindgowda K E 12. Sri. Srinivas B 13. Smt. Veena Urs 14. Sri. Dayanada M J 15. Sri. Nagarjun D 16. Sri. Hanumanthesha 17. Smt.Emlin N 18.Smt.Ashalatha H N 19.Smt.Manjusha V 20. Sri Basavaraju 	<ol style="list-style-type: none"> 2.To take appropriate actions in case of indiscipline behavior of the students. 	
25	Time table Committee	<p>Coordinator: Nagendra N</p> <p>Members: <ol style="list-style-type: none"> 1.Sri. Somanna 2.Sri.. Krishnamurthy 3.Dr.Manju S 4.Sri. Jayashankar K R 5.Sri. Adishesha </p>	<ol style="list-style-type: none"> 1.To prepare time table for the UG programs as per the University academic schedule 2.To allot the subjects and time slot to the individual teachers 	

		6.Dr. B. S Yogesh 7.Sri.Srikanth N 8.Dr. Srinivas B K 9.Dr. Veena M		
26	Identity Card Committee	Coordinator Sri. Nagendra N Members: Sri.Krishnamurthy Dr.Manju S Dr. B. S Yogesh Dr. MC Shivakumar Dr.Manjunatha V Sri. Srikanth N Dr. Srinivas B K Dr. Veena M Dr.Govindgowda KE Sri.Muthuraj S Dr.Kantesh Sri.Manu RV Sri. Basavaraju Smt. Srivani	1.To take decisions regarding Provision of ID cards to the students 2.To ensure wearing of ID cards by students during their presence in the college	
27	Purchase Committee	Coordinator: Sri. Krishnamurthy Members: 1.Sri.Somanna 2.Sri. K C Somanna 3.Dr. Nalini R 4.Dr.Manju S	1.To invite tenders/quotations as per the The Karnataka Transparency In Public Procurements Act, 1999. 2.To ensure the compliance with the above regulations	

		<p>5.SriKantharaju M 6.Dr. Ravishankar B 6.Sri.Muthuraja M 7.Sri. Dayananda M J 8.Sri. Basavaraju, 9.Smt. Jayshree</p>		
28	Eco club	<p>Coordinator: Sri. Adishesas S Members: 1.Dr. Manju S 2.Dr. Govinde gowda K E 3.Smt. Rajani M N 4.Smt. Tulasi B V 5. Dr. Shrinivas 6.Dr.Kantesha Sanningammanavara 7.Kum. Manjula R-Ii Bcom 'E' 8.Kum. Manasa V- I Bcom 'F'</p>	<p>1.to sensitize the students, faculty and general public about the importance of ecology, flora and fauna 2. to Promote green practices in the college 3.To increase the green cover of the campus</p>	
29	NSS Committee	<p>Coordinators: 1.Dr. Govindegowda K E –Unit-1 2. Smt. Shilpa H R-Unit-2 Members: 1.Sri. Somanna 2.Sri. Krishnamurthy 3.Sri. Somanna K C 4.Sri. Kanthraju M 5.Dr. Manju S 6.Smt. Tulasi B V 7.Smt. Rajani M N</p>	<p>1.To advice organize NSS camps in rural areas to undertake rejuvenation programs 2.To grant approve to purchase NSS equipments 2.To motivate the volunteers to participate in different level camps conducted by external agencies 3.to inculcate sense of social service and leadership qualities among the volunteers</p>	

		8.Sri. Prasad H K 9.Sri. Manu R V 10.Dr. Yogesh B S 11.Sri. Nagendra N 12.Dr. Srinivas B K 13.Dr. Nagraja P V 14.Dr. Veena M 15.Smt. Sujatha 16.Sri. M J Dayananda 17.Kum.Lalitha. G 18.Kum.Kruthika S B		
30	Sports Committee	Coordinator Prof.Dayananda M.J Members: Sri. Krishnamurthy Sri Somanna Dr. Somanna Dr. Manju .S Smt.Vanitha K.T Sri. Kantharaju .M Dr. Shivakumar M.C Dr. Ravishankar .B Smt..Tulasi Smt..Punitha Sri. Prasad H K Sri.Muthuraja .S Dr.KanteshSannigammanavar Sri.Basavaraju	1.To organize various sports meets at college and other levels 2.To advice regarding the conducting of sports meets and purchase of sports equipments 3. To motivate students part in sports competitions held at various levels.	

		Smt.Vani		
31	Anti-Ragging Committee	Coordinator: Sri M Kantharaju Members: 1. Dr. Ravishankar B 3.Sri Somanna 4.Dr. S Manju 5. Smt. K T Vanitha 6. Dr. Sumana B K 7. Sri Nitish Singh	1. The anti-ragging committee shall ensure compliance with the provisions of regulations 2. Also shall monitor and oversee the performance of anti-ragging squad in prevention of ragging in the institution.	
32	Minority students welfare Committee	Coordinator Smt. Safinaz, Members: 1.Smt. Margaret Mary 2.Dr. Veena M (PG) 3.Smt. Latha N Sarode 4.Smt. Pavithra M 5.Smt. Nagalakshmi	1.To look into the various problems faced by minority students 2.To provide solutions to the various problems of such students	
33.	Backward Community Students Welfare Committee	Coordinator Smt. Latha N Sarode, Members: 1.Dr Someshwari 2.Dr. Veena M (UG) 3.Smt. Pavithra M 4.Dr Shivakumar M C 5. Sri. Nagendra 6. Dr yogesh B S 7. Dr.Srinivas B K 8.Dr. Sumana B K		

34	Mythri Helpline Committee /students grievances Redressal Cell	Coordinator: Prof Sujatha B Cooordinator: Prof Tulasi B V Members: 1. Prof Krishnamurthy 2. Dr. Nalini R 3. Sri Basavraju 4. Miss Kavya R 5. Miss Yashashvini 6. Miss Shashirekha M E 7. Miss Anitha C S 8. Smt Suvarna 9. Mr. Raju S 10. Miss Sneha S 11. Gowri shree -	1.To look into various problems and issues faced by the students; 2. To resolve academic and non academic issues raised by the students	
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DIRECTORY OF ITS OFFICERS AND EMPLOYEES (Section 4(1) (b)(9))

Sl No	Name	Designation	Office Address	Contact No
1	Dr G H Mahadevaswamy	Principal	Maharani's Women's Commerce and Management College, Paduvara halli, Valmiki Road, Mysore.	9035235245 ghmpatel@gmail.com mcmcwmysore@gmail.com College-0821 2428855
Department of Commerce				
1	Sri. Somanna	Associate professor	-Do-	prof.somanna@gmail.com 96635 70750
2	Smt. Vanitha K T	Associate professor	-Do-	ktvanitha63@gmail.com 99801 38180
3	Sri. Jayashankar K R	Associate professor	Do	jayashankarakr@gmail.com 99023 19741
4	Sri. Arkasali D Arabindu N	Associate professor	-Do-	aravindu1608@gmail.com 94811 92381
5	Dr. Shivakumar M C	Assistant professor	-Do-	dr.meshiva@gmail.com 88925 54967
6	Smt. Sherli Shubha J M	Assistant professor	Do	sherlybhadrapa7@gmail.com 94814 37599
7	Smt. Punitha S J	Assistant professor	-Do-	punithasree6@gmail.com 99643 84650
	Dr. Niranjana Babu Reddy H S	Assistant professor	-Do-	niranjana125@yahoo.com 94481 65574
8	Smt. Thulasi B V	Assistant professor	-Do-	venkitulasi2004@gmail.com 94813 83890
9	Smt. Vanitha N	Assistant professor	Do	vanitha1282@gmail.com 99164 23901
10	Sri.Nagendra N	Assistant professor	-Do-	nag.hunsurl@gmail.com 96115 40569

11	Dr. Manjunath V	Assistant professor	-Do-	manjunath24v@gmail.com 91 98866 06006
12	Sri .Prasad H K	Assistant professor	Do	prasadhk771@gmail.com 98800 36577
13	Sri. Shivanna P	Assistant professor	-Do-	shivuhrl1969@gmail.com 98449 62121
14	Smt. Triveni T	Assistant professor	-Do-	thrivenip1981@gmail.com 95380 50280
15	Dr. Someshwari T	Assistant professor	Do	someshwari16@gmail.com 97405 06466
16	Smt .Pavithra B K	Assistant professor	-Do-	pavithrabyr6583@gmail.com 99004 81380
17	CMA Trinesh T R	Assistant professor	-Do-	thimakapura.trinesha617@gmail.com 81059 51451
18	Sri. Manu R V	Assistant professor	Do	manurv007@gmail.com 86183 03386
19	Sri. Srikantha N	Assistant professor	-Do-	srikanthn77@gmail.com 98445 53858
20	Dr. Yogesha B N	Assistant professor	-Do-	bsyogesha1976@gmail.com 98800 72521
21	Sri. Madevswamy	Assistant professor	Do	mswamy.betta@gmail.com 95914 98632
Department of Kannada				
22	Sri. Krishna Murthy	Associate Professor	-Do-	krishnasaramathi@gmail.com 99728 57899
23	Dr. Govinde gowda K E	Assistant professor	-Do-	govindegowda72@gmail.com 96119 47701
24	Smt. Sujatha B	Assistant professor	Do	sujathabettegowda@gmail.com 89703 06605
25	Smt. Shilpa H R	Assistant professor	-Do-	shilpaprashi777@gmail.com 97410 10499
26	Dr. Srinivasa B K	Assistant professor	-Do-	srinivasbkms@gmail.com

				97439 76947
27	Dr. Nagaraju P V	Assistant Professor	Do	nagrajvarapet@gmail.com
Department of English				
28	Sri. Somanna K C	Associate Professor	-Do-	somannakcs@gmail.com 99806 15214
29	Sri. Adishesha S	Associate Professor	-Do-	adiseshas@gmail.com 74064 54491
30	Sri. Chinnaswamy K	Associate Professor	Do	chinnaswamyalur@gmail.com 97411 50220
31	Smt. Rajani M N	Assistant Professor	-Do-	keremanerajani4@gmail.com 94487 87213
Department of Business Administration				
32	Sri. Kantharaju M	Associate professor	-Do-	krajum65@gmail.com 99862 90510
33	Dr. Nalini R	Associate professor	-Do-	ramsunalin66@gmail.com 99456 57669
34	Dr. M. Veena	Assistant professor	Do	veenaurs2006@gmail.com 76767 02374
PG Department of Business Administration				
35	Dr. B Ravishankar	Assistant professor	-Do-	raajravishankar@gmail.com 97311 02007
36	Dr. Kanthesh Sannigammanavara	Assistant professor	-Do-	kanteshvs@gmail.com 98804 23035
37	Dr. Sumana B K	Assistant professor	Do	sumana.tiwari@gmail.com 78992 83869
PG Department of Commerce				
38	Dr. Veena M	Associate Professor	-Do-	veenam273@gmail.com 99453 06792
40	Dr. Manju S	Associate Professor	-Do-	smanjulecturer@gmail.com 9741939701

41	Smt. Margaret Mary	Assistant professor	-Do-	margarechr22@gmail.com 99456 68376
Department of Hindi				
42	Smt. Latha N Sarode	Assistant professor	-Do-	lathansarode999@gmail.com 90353 74836 90353 74836
Department of Urdu				
43	Smt. Safinaaz		-Do-	safinazanees68@gmail.com 98453 56103
Department of Sanskrit				
44	Dr. Nagalakshmi N	Assistant professor	-Do-	nagalakshmin020@gmail.com 94492 42304
Department of Library				
45	Sri. Muthuraja S	Librarian	-Do-	infomuthuraj@gmail.com 98441 10722
Department of Physical Education				
46	Sri. Dayananda M J	Assistant professor	-Do-	dayamj3@gmail.com 79752 57443

**MONTHLY REMUNERATION RECEIVED BY OFFICERS AND EMPLOYEES INCLUDING THE SYSTEM OF
COMPENSATION AS PROVIDED IN ITS REGULATIONS (Section 4(1) (b)(10))
Teaching Staff**

Sl. No.	Name	Designation	Gross Salary Rs.
1	Dr. Mahadevaswamy G H	Associate Professor	292539
2	Dr. Manju S	Associate Professor	267971
3	Sri. Krishnamurthy	Associate Professor	267696
4	Sri. Somanna	Associate Professor	267696
5	Sri. Somanna K C	Associate Professor	267696
6	Dr. Veena M	Associate Professor	267696
7	Dr. Nalini R	Associate Professor	259905
8	Sri. Adishesha S	Associate Professor	252683
9	Sri. Arkasali D Arabindu N	Associate Professor	245058
10	Sri. Jayashankara K R	Associate Professor	245058
11	Sri. Kantharaju M	Associate Professor	245058
12	Smt. Vanitha K T	Associate Professor	245058
13	Sri. P Shivanna	Assistant Professor	145079
14	Sri. Prasada H K	Assistant Professor	141421
15	Smt. Sherly Shubha J M	Assistant Professor	132456
16	Dr. Govindgowda K E	Assistant Professor	132456
17	Dr. Manjunatha V	Assistant Professor	132456
18	Dr. Niranjana Babu Reddy H S	Assistant Professor	132456
19	Dr. Shivakumar M C	Assistant Professor	133416

20	Smt. Margaret Mary	Assistant Professor	132456
21	Smt. N VANITHA	Assistant Professor	132456
22	Sri. Nagendra N	Assistant Professor	133146
23	Smt. Punitha S J	Assistant Professor	132456
24	Dr. Ravishankar B	Assistant Professor	132456
25	Smt. Thriveni P	Assistant Professor	133236
26	Smt. Tulasi B V	Assistant Professor	133126
27	Smt. Latha N Sarode	Assistant Professor	128634
28	Dr. Yogesh B S (Deputation)	Assistant Professor	124822
29	Smt.M.N.Rajani (Deputation)	Assistant Professor	132467
30	Dr. Kantesha Sanningammanavara (Deputation)	Assistant Professor	90211
31	Sri. Srikanth N (Deputation)	Assistant Professor	117872
32	Sri.Muthuraja S (Deputation)	Assistant Professor	117723
33	Dr Srinivas B K (Deputation)	Assistant Professor	90,200
34	Dr Sumana B K (Deputation)	Assistant Professor	90211
35	Dr. CMA Trinesha TR (Deputation)	Assistant Professor	1,17,872
36	Smt. Shilpa H R (Deputation)	Assistant Professor	90211
37	Smt. Pavithra B (Deputation)	Assistant Professor	90211
38	Dr. Someshwari T (Deputation)	Assistant Professor	90211

39	Sri. Madevaswamy (Deputation)	Assistant Professor	90211
40	Smt. Sujatha B (Deputation)	Assistant Professor	90211
41	Dr. Srinivasa B K (Deputation)	Assistant Professor	90211
42	Sri. Manu RV (Deputation)	Assistant Professor	90211
43	Dr. M Veena (Deputation)	Assistant Professor	90211
44	Sri. Dayananda M J (Deputation)	Assistant Professor	114397
45	Dr. Nagaraju P V(Deputation)	Assistant Professor	95905
46	Dr. Nagalakshmi (Deputation)	Associate Professor	2545058
47	Smt. Safinaz (Deputation)	Associate Professor	2545058

Non-Teaching staff-

1	SRI. BASAVARAJU	GAZETTED MANAGER	69800
2	SRI.ATHAULLAKHAN	SUPERINTENDENT	71061
3	SRI.MAHADEVASWAMY M	SUPERINTENDENT	55184
4	JAYASHREE K R	SUPERINTENDENT	61480
5	SRI LINGARAJU D H	SUPERINTENDENT	52275
6	SRI.PUTTASWAMY	SDA	32750
7	SRI.SWAMY M	SDA	34390
8	SRI.M NITISH SINGH	SDA	31370
9	SRI. SHIVAPPA NAYAKA	ATTENDER	31370
10	SRI.RAMESHA K	ATTENDER	32972

FORMAT-II
BUDGET ALLOCATED TO EACH OF ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURE AND REPORTS ON DISBURSEMENTS MADE AS PER CLAUSE4 (b)(11) OF THE RIGHT TO INFORMATION ACT 2005

Section 4(1)(b)(II) For the year 2020-21					
SL. NO	Scheme	Funding Agency	Year of Award	Duration in day	Amount in Rs.
1	Office Expenditure	State Government	2020-21	One Year	963778
2	Science Grants	State Government	2020-21	0	0
3	NAAC	State Government	2020-21	0	0
4	UPS and Language Lab	State Government	2020-21	0	0
5	Guest Faculty	State Government	2020-21	One Year	9608513
6	Faculty Salary	State Government	2020-21	One Year	74724530
7	SC/ST Scholarship	State Government	2020-21	One Year	0
8	Sanchihonnamma Scholarship	State Government	2020-21	0	0
9	OBC/BCM Scholarship	State Government	2020-21	One Year	0
10	Girls Fee Refund	State Government	2020-21	One Year	9092784
11	C V Raman Scholarship	State Government	2020-21	0	0
Total					94389605

MANNER OF EXECUTION OF SUBSIDY PROGRAMMES (Section 4(1) (b)(12))

Name of the program/Activity	Nature of scale of subsidy	Eligibility criteria for grant of subsidy	Designation of officer to grant subsidy
NOT APPLICABLE			

Description of Manner of execution of subsidy programme	Name of the programme /Activity	Application Procedure	Sanction
Not Applicable			

PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORISATIONS GRANTED BY IT AS PER CLAUSE 4 (1) (b) (13) OF THE RIGHT TO INFORMATION ACT 2005 (Section 4(1) (b) (13))

Institutional Beneficiaries

Name of the programme /Scheme

Sl. No.	Name and address of the recipient institution	Nature / quantum of benefit granted	Date of grant	Name and Address of granting authority
Not Applicable				

INFORMATION, AVAILABLE IN ELECTRONIC FORM (Section 4(1) (b)(14))

Electronic	Description (site address /location where available etc	Contents or title	Designation and address of the custodian of information held by whom?
Email Adress	mcmcwmysore@gmail.com	Maharani's Women's Commerce and Management College, Mysore	Principal
Website	https://gfgc.kar.nic.in/mccw-mysore/		principal
FAX	NOT AVAILABLE		
Information regarding admission examination, results are displayed in the college			

PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION (Section 4(1) (b)(15))

Facility	Description(Location of facility/Name Etc.,	Details of information made available
Land and College building	Maharani's Women's Commerce and Management College, Mysore.	Land and Building particulars
Library	Maharani's Women's Commerce and Management College, Mysore.	Book , Magazines, Newspapers, Journals etc
Scholarships and other information	Principal and FDA	Various scholarships , grants statistics etc

NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS (Section 4(1) (b)(16))

Sl. No	Name of the office/Administrative Unit	Name of Designation of PIO	Office Telephone No Residence Telephone /Fax	Email (College)
1	Principal, Maharani's Women's Commerce and Management College, Mysore.	Dr G H Mahadevaswamy	0821-2428855 College,	mcmcwmysore@gmail.com

Assistant Public Information Officer:

Sl. No.	Name of the office/Administrative Unit	Name of Designation of APIO	Office Telephone No Residence Telephone /Fax	Email (College)
1	Maharani's Women's Commerce and Management College, Mysore.	-NA-	0821-2428855 College,	mcmcwmysore@gmail.com

SUCH OTHER INFORMATIONS AS MADE BE PRESCRIBED AS PER CLAUSE 4 (1)(b) (17) OF THE RIGHT TO INFORMATION ACT 2005

1. The college has both permanent/temporary Affiliation from University of Mysore
2. The college has Recognition from University Grant Commission under 2(f) and 12 (B)
3. The College Secured AICTE recognition and EOA from the same

CERTIFICATE

This is to certify that we have published the “particulars of organizations, functions and duties as per clause 4 (1) (b) of the Right to Information Act 2005” in our College Notice Board every year at the beginning of the academic year.



PRINCIPAL
Maharani's Women's Commerce
And Management College
MYSURU-570 012

Date: 27/02/2022

Place: Mysore