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STATE COLLEGE OF TEACHER EDUCATION, KOHIMA
COMMITTEES.

(THE COMMITTEES WILL BE VALID W.E.F. 1ST AUGUST 2018 TO JULY 31ST 2021.)

1. INFORMATION AND COMMUNICATION COMMITTEE.

- a) Ms. Mhasizovono Peseyie Leader
b) Mr. Sandip Ratna
c) Ms. Dzuvimeno
d) Ms. Rose Mary Achumi
e) Mr. Novizo
f) Mr. Selhou
g) Ms. Alemla (UDA)
h) Ms. Neizekhonuo
i) Ms. Anisha Himb

Role:

- All publicity and press releases
- Maintenance of Website
- Opening of Alumni Blog
- Look after technology Lab
- Maintenance of year wise database for the faculty, staff and students.

2. GUIDANCE AND COUNSELLING COMMITTEE

- a) Principal
b) Ms. Elizabeth Walling
c) Ms. Neizekhonuo
d) Ms. Asale Vitso
e) Ms. Narola

Role:

- Grievance redressal of students, staff and faculty
- Identification of deviant students, staff and faculty
- Maintenance of records of Guidance and Counselling services provided
- Co-ordinate with staff and student welfare committee

3. STAFF-STUDENT WELFARE COMMITTEE

- a) Ms. Asale Vitso Leader
b) Ms. Dzuvimeno I. Yaden
c) Ms. Rokuonuo Usou
d) Mr. Kikum (H/A)
e) Class Representatives of B.Ed & M.Ed
f) Ms. Pezale
g) Ms. Sanemnar

Copy to,

Ms. Thnonlem

Role:

- *Identification of grievances*
- *Maintenance of water, toilet and canteen facilities*
- *Identify/arrange/co-ordinate for occasions like marriage, etc and in problems like sickness, deaths, etc*
- *Co-ordinate with Guidance and Counselling Cell*

4. RESEARCH AND PUBLICATION COMMITTEE

- a) Mr. Sandip Ratna **Leader**
- b) Dr. Bendangyapangla
- c) Ms. Runi Nakro
- d) Ms. Neizekhonuo
- e) Ms. Aseno
- f) Ms. Anisha Himb

Role:

- *Identification of Research area*
- *Maintenance of Research Reports*
- *Review, assess and provide feedback in works conducted*
- *Publication and dissemination of the Research findings*

5. PURCHASE COMMITTEE

- a) Principal, SCTE-Kohima
- b) Ms. Elizabeth Walling
- c) Mr. Sentimeren

6. HOSTEL COMMITTEE

- a) Warden
- b) Ms. Rose Mary Achumi
- c) Ms. Thronlem Jorlim Konyak
- d) Caretaker
- e) Prefect
- f) Cleaner

7. ACADEMIC AND STUDENT ACTIVITY COMMITTEE

- a) Ms. Runi Nakro
- b) Ms. Mhasizovono Peseyie
- c) Ms. Temsutula Longkumer
- d) Ms. Thronlem Jorlim Konyak
- e) Ms. Khriezonuo Belho
- f) Ms. Vedulu Tetseo
- g) Ms. Maongchila
- h) Mr. Khriesakeduo

Role:

- *Maintain records of College academic and students activities with supporting documents*
- *Plan activities and conduct academic and student activities*
- *Disseminate notifications for upcoming activities through Notice Board and Facebook Blog*

8. CAMPUS AND RESOURCE MANAGEMENT COMMITTEE

- a) Principal, SCTE-Kohima
- b) Mr. Megosielie
- c) Ms. Elizabeth Walling
- d) Mr. Kikum (H/A)
- e) General Secretary of the Student Body
- f) Ms. Atila
- g) Ms. Florence
- h) Mr. Sentimeren
- i) Mr. Selhou
- j) Dr. Sashilemla

Role:

- Evaluate and maintain a record of all resources available in the College
- Ensure proper utilization of resources-human as well as material
- Co-ordinate with Purchase Committee
- Monitor and regulate

9. LIBRARY COMMITTEE

- a) Dr. Sashilemla
- b) Dr. Bendangyapangla
- c) Ms. Runi Nakro
- d) Class Representatives of B.Ed & M.Ed
- e) Ms. Khriezono Belho

Role:

- Update the Library constantly
- Identification of Library requirement
- Assess the feasibility for optimum utilization of Library
- Keep guidelines with regard to Library fees

10. INTERNAL COMPLAINT COMMITTEE

- a) Principal, SCTE-Kohima **Leader**
- b) Ms. Tamsutula
- c) Ms. Khriezono Belho

Role:

- Find out any incident pertaining to sexual abuse and eve teasing
- Resolve issues pertaining to sexual harassment
- Co-ordinate with Guidance and Counselling

11. ALUMNI COMMITTEE

- a) Ms. Asale **Institution Co-ordinator**
- b) Ms. Maongchila
- c) Mr. Megosielie

Role:

- Co-ordinate with Alumni Association
- Keep records of Alumni members and activities of the alumnus
- Maintain Catalog of each batch of students