

RHYTHM (30th to 31st October, 2018)

Organizing Committee

Chief-Patron	Prof.(Dr.) Rajendrakumar Anayath (Hon'ble Vice-Chancellor)
Patron	Prof. (Dr.) Anil Khurana (Registrar)
Convener	Prof. (Dr.) Ajay Monga (Dean Students' Welfare)
Coordinator	Dr. Suman Sangwan (Cultural Coordinator)

Co-Coordiators

Dr. Parveen Garg	Dr. Sudesh Chaudhary	Mr. Aman Ahlawat
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1	Members	Department	Duties
	Designing and Printing of Posters, Certificates, Invitation cards/letters and Dispatch		
	Dr. Sarvjeet Singh(Convener)	BME	<ul style="list-style-type: none"> • Printing and designing of Backdrop, posters, banners, invitation cards and invitation letters, I-cards, certificates, rule book, brochures etc. • To send invitations via post and emails to colleges affiliated to DCRUST and other institutions
	Mr. Parveen Kumar	CE	
	Mr Deepesh	EE	
	Mr. Saurabh Jaglan	CE	
2	Inauguration & Prize Distribution Ceremony		
	Dr. Pawan Dahiya (Convener)	ECE	<ul style="list-style-type: none"> • Guests Tilak • Arrangement of Bouquets for Inauguration and Valedictory ceremony • Bouquet & Memento presentation • Lamp Lighting, Inaugural speech • Coordinate Certificates and Prize distribution • Cultural Activities (Saraswati Vandana/Dance, Haryanvi dance, Skit, Dance or any other cultural programme) • Podium, sitting Arrangement on stage of the chief guest apart from other dignitaries (List will be provided by the Cultural Coordinator) • Preparation of name plates for guests for stage • To submit the requirements of dresses, props etc. for cultural events to be organized on these ceremonies to Dress Procurement committee. • To arrange for folders and materials for guests and dignitaries
	Mr. Ravi Lathwal	EE	
	Ms. Seema Chawla	BME	
	Sh. Devender Dalal	LTA (EE)	
3	Stage, Campus Decoration, and Printing of Flexes for the purpose of Decoration		
	Mr. Lalit (Convener)	Arch.	<ul style="list-style-type: none"> • To coordinate Stage and Campus Decoration • To Coordinate Printing and fixing of Flexes for the purpose of Stage and Campus Decoration
	Mr. Manoj Panwar	Arch	
	Mr. Parveen Jangra	CE	
	Ms. Rajni	ECE	

4	Anchoring		<ul style="list-style-type: none"> • Coordinating Anchors(students) and arrange bio-data of Chief Guests • Screening and Formatting of Anchoring Speeches • Maintaining the Time Schedule for Anchors • Coordinating With Anchors for inaugural and valedictory function • To coordinate anchors for inauguration and prize distribution
	Dr.Roopa Rathi (Convener)	DMS	
	Ms. Vandana	DMS	
	Ms. Mamta Bhagat	CHE	
	Ms. Himanshi Saini	ECE	
5	Tents, Stalls and Shamiana, Auditorium		<ul style="list-style-type: none"> • Arrangements in the auditorium regarding air conditioning, opening and closing of auditorium. • Proper categorization of sitting space for audience • Arrangement for Tents, Stall etc. as per the requirements submitted by various committees. • Back/side Stage space for prize distribution tables and prizes • Collection of Stalls fee from all/ outside stalls and deposit the same to Students fund through DSW • Carpeting on the Stage (wherever required) • Flower Decoration on stage and other places
	Prof. Surender Dahiya(Convener)	EE	
	Sh. Balbir Sheokand	XEN (Civil)	
	Dr Gyanender	CE	
	Mr Raman	JE (Civil)	
6	Electrical Affairs (PA and Sound System, Lighting, Mikes, Power back up and generator)		<ul style="list-style-type: none"> • Making arrangements and ensure: • Lighting in Auditorium, Stage, stalls and ground during evening and at night • PA and Sound system of auditorium and other places • To ensure uninterrupted power supply and quality sound throughout the function • To ensure proper working of Projector in auditorium • Generator with fuel and its working • Safety precautions and measures for all open joints, cables and switches and fire fighting equipment.
	Sh. Naresh Kumar (Convener)	EE	
	Sh. Anil Kumar	EE	
	Sh. Yudhveer Dalal	SDO(Electrical)	
	Sh. Lila Ram Sangwan	Foreman, EED	
	Sh. Narender	Electrician	
.7	Registration and Reception		<ul style="list-style-type: none"> • Reception of Guests • Registration of the participants • Issuing I-cards to the participants/core committee members/organizers • Announcements of events and schedule • Result display • To collect Registration fee • To submit the Registration fee and its record to DSW
	Ms. Sunanda	CHE	
	Ms. Rekha Yadav	ECE	
	Mr. Sachin Dass	CE	

.8	Accommodation in Hostels and Guest Houses		
	Dr Sukhdeep (Convener)	CSE	<ul style="list-style-type: none"> To arrange and facilitate the stay of guests and participants in guest house and hostels respectively. To coordinate with I/C guest house and wardens for necessary arrangements
	Mr. Sanjeev Indora	CSE	
	Ms Mamta Bhagat	CHE	
Mr Vijay Kumar	Guest House		
.9	Stationery and Prizes/Mementos		
	Dr. Dinesh Singh	CSE	<ul style="list-style-type: none"> To get approval of memento and prize samples from the competent authority. To submit the requirements to Central Purchase Committee by Oct. 3,2018
	Sh. Pankaj Chaudhary	DMS	
	Dr. Vijay Tomar		
Ms. Neelam Dahiya	D.R.		
.10	Hospitality (Guest House/pandals/stalls)		
	Mr. Vinod Kumar	Physics	<ul style="list-style-type: none"> Arrangement and distribution of refreshment for Chief Guests, Guests, Judges and faculty members etc. Arrangement of water (bottles and RO water cans) during various main stage functions for guests and audience General refreshment during function for organizing faculty and for visits of VIPs to events venues Distribution of refreshment coupons to all the members of organizing committee with record of the same.
	Mr. Ravinder	Physics	
	Dr. Geeta	BME	
Mr. Sachin Dass	CE		
11	Photography, Videography		
	Mr. Ravi Vaish(Convener)	Arch	<ul style="list-style-type: none"> Arrangement of photographer and videographer. To submit the Video and Photographs to DSW after the programme. Sh. Dilbag to provide wide coverage of all events during Rhythm along with photographer from outside University.
	Ms. Neha Yadav	Arch.	
Sh. Dilbag Singh	Arch.		
12	Web site designing, and Web Content Mgt.		
	Dr. Amita Malik	CSE	<ul style="list-style-type: none"> Dr. Darshana Hooda(Head, UCC) will assist as and when required. To design, host, update and maintain Rhythm website.
	Mr. Jitender Kumar	CSE	
Sh. Yogender Sharma	Programmer		
.13	Result compilation, Certificates preparation		
	Dr. Pradeep Panghal	Physics	<ul style="list-style-type: none"> Compilation of results of all events To prepare certificates for position holders and participants Certificate distribution on stage in liaison with Inauguration & Prize Distribution committee.
	Sh. Mridul Chawla	ECE	
	Mr. Surender Duhan	Nano-tech.	
	Mr Amit Sharma	ME	
	Sh. Mukesh	ATO	
Sh. Azad Panwar	ATO (ME)		
.14	Judicial		
	Dr Mayur Chhikara (Convener)	HUM	<ul style="list-style-type: none"> To decide the judges for all events in consultation with concerned event conveners, if desired.
	Dr. Dharmendra	HUM	
Dr. Aarti Deveshwar	DMS		

	Dr. Manisha	DMS	<ul style="list-style-type: none"> • Take the consent and invite the judges • To ensure the availability of judges at the time of event, to make alternate arrangement if necessary • Disbursement of Honorarium to judges (external only)
15	Security, Parking and Crisis management and stipulated closure of stage		
	Prof. Rajbir Singh (Convener)	In-charge Security	<ul style="list-style-type: none"> • Management of security (Home guards) and crisis during the Fest at programme venues and during fest at practice areas • Arrange Mock-drill for unforeseen incidents during fest in order to safely evacuate participants and occupants in order to handle any disaster • Parking arrangements • To handle any unexpected situation during the fest
	Dr. Birender Hooda	DS	
	Dr. Santosh Sandhu	DPE	
	Mr. Manjeet	Mathematics	
	Dr. Manish Saini	EE	
	Dr. Rohtash Dhiman	EE	
	Mr. Satyawan Malik		
Sh. Bhupender Singh	Security Supervisor		
16	Sponsorship Committee		
	Dr. Anand Chauhan	DMS	<ul style="list-style-type: none"> • To identify and contact the probable sponsoring agencies • Preparing sponsorship brochure (e-brochure only) • To take permission for official vehicle to be taken for the visits regarding sponsorship • To accompany the students moving out of Sonepat for sponsorship
	Dr. Satpal	DMS	
	Ms. Neetu Verma	CSE	
17	Dress Procurement Committee		
	Dr. Vinod Kumar (Convener)	Physics	<ul style="list-style-type: none"> • To coordinate with various committees and compile the requirements of dresses to be hired on rent. • To submit requirements to Central Purchase Committee by Oct. 3, 2018 • To coordinate with various committees involved for proper disbursement of rented/arranged items. • To ensure the return of rented items well in time.
	Dr. Ravinder	Mathematics	
	Dr. Sonia	Chemistry	
	Sh. Jitender Kumar	DMS	
.18	Central Purchase Committee (Rhythm-2018)		
	Dr. H.K. Aggarwal	COF	<ul style="list-style-type: none"> • To purchase/arrange items after receiving the requirements from all committees. Last date of submission of requirements to this committee is Oct. 3, 2018 • Dr. Saravjit Singh (Convener Committee No: 1) to coordinate with Central purchase committee for printing work.
	Mr. Lal Singh	AR(S&P)	
	Sh. Jugal Kishore	SO, DSW Office	
	Mr. Jagbir	Supdt.	
Mr. Satish	Clerk(DSW)		
Cultural Event Coordinators			
.19	DANCE		
	Dr. Sudesh Chaudhary (Convener)	Incharge Dance	<ul style="list-style-type: none"> • To take auditions of all the teams willing to

		Activities	participate in the event and ensure that all matches with the spirit and level of a Univ. cultural fest
	Dr Manju	CHE	
	Dr. Prachi Chaudhary	ECE	
	Ms. Poonam Sheoran	BME	<ul style="list-style-type: none"> •To shortlist the entries, maintain the records and provide wherever required. •Coordinating all dance events during fest •Submit the requirement of dresses, props etc. to Dress Procurement Committee.
.20	Music and Singing		
	Dr. Aman Ahlawat (Convener)	Incharge Music	<ul style="list-style-type: none"> •To take auditions of all the teams willing to participate in the events.
	Dr. Anand Chauhan	DMS	<ul style="list-style-type: none"> •To shortlist the entries, maintain the records and provide wherever required.
	Ms. Suman	Mathematics	<ul style="list-style-type: none"> •Coordinating all singing and instrumental events during the fest •Arranging musical instruments for preparation by students •Arranging musicians if required
.21	THEATRE		
	Mr. Aman Ahlawat(Convener)	Incharge Theatre	<ul style="list-style-type: none"> •To screen all possible participating entries and ensure that all matches with the spirit and level of a Univ. cultural fest
	Dr. Suman Jakhar	Chemistry	<ul style="list-style-type: none"> •To shortlist the entries, maintain the records and provide wherever required.
	Dr.. Anju Dahiya	DMS	<ul style="list-style-type: none"> •Coordinating all Dramatics events during the fest.
	Dr. Nirmala	Arch.	<ul style="list-style-type: none"> •Submit the requirement of dresses, props etc. to Dress Procurement Committee.
	Mr. Sumit Malik	Chemistry	
22	FASHION PARADE (Non-Competitive)		Fash-P
	Dr. Kiran Nehra(Convener)	BT	<ul style="list-style-type: none"> •To screen all the items of Fash-P and ensure that all matches with the spirit and level of a Univ. cultural fest.
	Dr. Anju Dahiya	DMS	<ul style="list-style-type: none"> •The dresses, props etc. may be got sponsored preferably. Else the requirement may be submitted to Dress Procurement Committee, if required.
	Dr. Suman Deswal	CSE	
.23	FINE ARTS		
	Dr. Parveen Garg (Convener)	Incharge Fine Arts	<ul style="list-style-type: none"> • To coordinate fine arts events. • To purchase required items
	Ms. Jyoti	CEEES	<ul style="list-style-type: none"> • To screen students from each department of the university.
	Mr. Satpal	Arch.	
	Dr. Krishan Kumar	BT	
.24	Literary Events		
	Dr Sudesh Chaudhary (Convener)	Incharge Literary Events	<ul style="list-style-type: none"> • To encourage team participation from each department of the university. • Coordinate literary events during the fest.
	Dr. Mayur Chikkara	HUM	<ul style="list-style-type: none"> • To shortlist entries and maintain the record during fest.
	Ms Anita Singh	CEEES	

.25	Press/Media		<ul style="list-style-type: none"> To invite media/press and district administration. Make and coordinate news release for Rhythm'18 To coordinate with Web. Content Management Committee for news Feed on website
	Dr Parvesh Gahlot (Convener)	PRO	
	Mr Dilbag Singh	Arch. (University Photographer)	
26	First Aid		<ul style="list-style-type: none"> Availability of First Aid Kit and ambulance near main stage. Presence of First Aid response team near main stage during the duration of the fest Sending request for any emergency item to the DSW if required due to shortage in the dispensary.
	Dr Ravinder Dahiya, MO, University Medical Centre(Convener)		
	Dr Garima, MO		
	Ms Reena Dahiya (Staff Nurse)		
Ms Seema (Pharmacist)			
.27	Discipline		<ul style="list-style-type: none"> To coordinate measures to maintain discipline among students in Pandal and at different events where fest is being held. Allotment of practice space for the Guest and Guest teams Closure of Function at stipulated time
	Prof. R.K.Soni (Proctor)	Convener	
	Dr Surender Dahiya	EE	
	Dr. Santosh Sidhu	DPE	
	Dr Pradeep Kadiyan	HUM	
	Dr Dinesh Kr Dalal	Chemistry	
	Dr. Anil Gupta	MED	
	Dr. Krishan	Chemistry	
	Mr. Rajnish	Mechanical	
	Mr Vijay Tomar	Mathematics	
	Mr Gyan Singh	Mechanical	
	Mr Lila Ram	ATO	
	Mr Naresh	ATO	
	Mr Gyan Singh	ATO	
	Mr Satish Kumar	ATO	
	Mr Vimal	ATO	
Mr Bupesh	ATO		
Ms Sarita	Library		
28	Sanitation and Campus Beautification (related to horticulture)		<ul style="list-style-type: none"> To ensure clean and Green Campus during fest To arrange flower pots and horticulture beautification of Campus To ensure sweepers present on different stages during the fest
	XEN. B.S. Sheokand	Convener	
	Mr. Joginder Antil	JE (Horticulture)	
	Mr. Manoj Rana	Sanitary Inspector	
29	University Vehicle Arrangement Committee		<ul style="list-style-type: none"> To ensure availability of university vehicles to committee members before fest and during fest To arrange for commuting guests and judges during the fest
	Prof. S.K.Jarial	Incharge Transport	
	Mr. Deepesh	EE	
	Mr. Ajmer Singh	CSE	

30	Star Night		
	Dr. Suman Sangwan	CSE	To make all arrangements for Star Night
	Dr. Pawan Dahiya	ECE	
	Sh. Jugal Kishore	SO, DSW Office	
Note: Conveners of all committees are requested to coordinate and submit their requirements to Central Purchase Committee by Oct. 3,2018			

Dr. Suman Sangwan
(Cultural Coordinator)
19.9.2018

Prof. Ajay Monga
(Dean Students' Welfare)
19.9.2018