

J.C.BOSE UNIVERSITY OF SCIENCE AND TECHNOLOGY, YMCA, FARIDABAD
DEPARTMENT OF MATHEMATICS

August 2022 – December 2022

Following duties are assigned by Chairperson of mathematics department to respective faculty members.

Sr.No	Name of Faculty	Official Duties	Email Id and Mobile No
1	Dr.Reena Garg	Class Coordinator (M.Sc. 3 rd Sem.)	reenagargymca@gmail.com 9899390778
		CBCS Coordinator	
		Purchase Committee Member	
		Research Coordinator (DRC and Progress report)	
		Departmental NAAC Coordinator	
		BOS/BOF Coordinator	
2	Ms. Nisha Singh	Time Table coordinator	Nishulmay@gmail.com 9818809102
		Department NBA coordinator	
		Purchase committee member	
		Verification of Admission Brochure	
		Admission Queries B.Sc., M.Sc. Ph.D	
3	Dr.Ramu Dubey	Purchase Committee Member	rdubeyjiya@gmail.com , 9140263832
		Class Coordinator (B.Sc. 3 rd Sem.)	
		Academic Audit	
		Sessional Coordinator	
4	Dr.Arpita Chatterjee	Class Coordinator (M.Sc. 1 st Sem.)	arpita.sps@gmail.com , 8527635535
		Departmental NIRF Coordinator	
		Sessional Co-Coordinator	
		Research Lab Incharge	
		Syllabus Coordinator (B.Sc.)	
		CBCS Co-Coordinator	
5	Dr.Suraj Goyal	Research Co-Coordinator (Ph.D student Record)	Surajgoyal87@gmail.com , 9417728292
		NAAC Co-Coordinator	
		B.Sc. Mathematics Lab Incharge	
		Syllabus Coordinator (M.Sc. and Ph.D)	
		Class Coordinator (B.Sc 5 th Sem.)	
		Time Table Cocoordinator	
6	Mr.Abhishek	Library Coordinator	abbhi1310@gmail.com , 9873893198
		STC/ Conference record Coordinator	
		Website Coordinator	
		Departmental Requirement	
		Class Coordinator (M.Sc. 1 st Sem.)	
		RTI related information	
		T.P.O. Coordinator	
7	Dr.Pooja Gupta	Annual Report	poojagargdu@gmail.com , 9813390244
		Class Coordinator (B.Sc. 1 st Sem.)	
		Mathematics and computing	
		Departmental MOOC Coordinator	
		M.Sc. Mathematics Lab Incharge	
		Attendance Coordinator(B.Sc.)	
		Syllabus Co-Coordinator (B.Sc.)	
NET/GATE/IIT-JAM Record			

8	Dr.Manu Rohilla	Annual Report Co-Coordinator	Manurohilla259@gmail.com, 7838812533
		Feedback of Stakeholders including Students and Maintain the alumni record	
		Co-Coordinator –Competitive Classes	
		IQAC Coordinator(AQAR DATA)	
9	Dr.Parveen Kumar	Class Coordinator (B.Sc. 1 st Sem.)	Parveengaur1980@gmail.com, 9416526411
		Minutes of Department Meetings	
		Flex banners of famous mathematicians	
		Attendance Coordinator (M.Sc.)	
		Admission Queries B.Sc.& M.Sc.	
		Competitive Class Coordinator	
		Department Library	
10	Mr.Kuldeep Singh	Department News letter	Kuldeepsinghbhati599@gmail.com, 7027353765
		Website Co-Coordinator	
		NIRF Co-Coordinator	
		Department News Letter Co-Coordinator	
		NBA Co-Coordinator	
11	Dr.Shashi Sharma	Department maintenance & up keeping 4 th Floor	Shashisharma1984@gmail.com, 9034887178
		BOS/BOF Co-Coordinator	
		DRC Co-Coordinator	
		Department Newsletter Co-Cordinator	
12	Dr. Meenu Chawla	Department Library Co-Coordinator	meenuchawla@jcbouseust.ac.in 9654587013
		Department maintenance & Up keeping 7 th floor	
		Students Grievances	
13	Mrs.Sarita	Department Library Co-coordinator	saritakhanger@gmail.com, 9991555705
		Assist with Sessional coordinator of B.Sc. & M.Sc.	
		Assist with Attendance coordinator of B.Sc. & M.Sc.	

Neetu Gupta
 Prof. Neetu Gupta *26/07/22*
 Chairperson
 Department of Mathematics