

# College Cell

## Anti-Ragging Cell

The Anti-Ragging Cell has been established to ensure a ragging-free campus where all students, particularly newcomers, feel safe and respected. The cell actively monitors student interactions, conducts orientation programs, and implements preventive measures in accordance with UGC regulations. It fosters a supportive environment and acts promptly on any complaints related to ragging.

Name of the Cell	Name of the Head	Members
ANTI-RAGGING CELL	Principal Dr. Ritu Dubey Tiwari	Mentors of all classes Ms Rony Nelson Peter CR of BAJMC I sem CR of BAJMC III sem CR of BAJMC V sem CR of MAJMC I sem CR of MAJMC III sem

## SC/ST Cell

The SC/ST Cell has been constituted to protect the interests of students from Scheduled Castes and Scheduled Tribes and to ensure equal opportunities for their academic and social development. The cell works to eliminate caste-based discrimination and raise awareness about various government welfare schemes and scholarships. It also addresses grievances and supports students in accessing institutional resources.

Name of the Cell	Name of the Head	Members
SC/ST CELL	Director Rev. Robinson Rodrigues	Ms Kamakshi Thakur Mr Deepak Kumar Student representatives

## Placement Cell

The Placement Cell plays a vital role in enhancing the employability of students by bridging the gap between academia and industry. It conducts career guidance sessions, internship programs, and campus recruitment drives to support students in securing professional opportunities. The cell collaborates with media and communication organizations to facilitate meaningful career paths.

Name of the Cell	Name of the Head	Members
PLACEMENT CELL	Ms Amala T Chacko	Ms Ruchika Mahajan Ms Neha Taluja Mr Shrikant Pandey CR of BAJMC V sem CR of MAJMC III sem

### Student Welfare Cell

The Student Welfare Cell is committed to the overall well-being and holistic development of students. It takes initiative in promoting co-curricular activities, mental health awareness, peer support, and grievance resolution. The cell works as a liaison between students and the administration to enhance the campus experience.

Name of the Cell	Name of the Head	Members
STUDENT WELFARE CELL	Ms Ashley Mathew	Ms Amala T Chacko Mr Denzil Jacob Mr Sanjay Kumar Mr Aakash Singh CR of BAJMC I sem CR of BAJMC III sem CR of BAJMC V sem CR of MAJMC I sem CR of MAJMC III sem

### Admission Cell

The Admission Cell oversees the student intake process, ensuring transparency, fairness, and efficiency in admission procedures. It provides guidance to prospective students, responds to admission queries, and facilitates document verification and orientation processes. The cell plays a crucial role during each academic session to ensure smooth enrollment.

Name of the Cell	Name of the Head	Members
ADMISSION CELL	Sr Dr.Michelle	Ms Neha Taluja Mr Ashley Mathew Ms Kamakshi Singh Mr Sushil S Lall Ms Amala T Chacko

### Scholarship Cell

The Scholarship Cell is responsible for identifying eligible students for various scholarships and financial aid programs and supporting them through application and verification processes. It aims to make higher education accessible and equitable for students from different socio-economic backgrounds.

Name of the Cell	Name of the Head	Members
SCHOLARSHIP CELL	Director Rev. Robinson Rodrigues	Dr. Ritu Dubey Tiwari Mr Denzil Jacob Ms Sushma Sanal Mr Deepak Kumar Mentors of all classes

### **Grievance Redressal Cell**

The Grievance Redressal Cell provides a structured platform for students and staff to raise academic, administrative, or personal concerns. It ensures that all grievances are addressed confidentially and fairly, thereby fostering a positive and responsive institutional culture.

<b>Name of the Cell</b>	<b>Name of the Head</b>	<b>Members</b>
GRIEVANCE REDRESSAL CELL	Ms. Ruchika Mahajan	Mr.Aakash Singh Mr.Sanjay Kumar

### **Exam Cell**

The Exam Cell manages all academic examinations and assessments, ensuring compliance with university guidelines and maintaining the integrity of the evaluation process. It coordinates with departments for timely scheduling, distribution of question papers, result processing, and addressing exam-related issues.

<b>Name of the Cell</b>	<b>Name of the Head</b>	<b>Members</b>
EXAM CELL	Ms.Amala T Chacko	Ms.Ruchika Mahajan Ms Kamakshi Thakur Ms.Neha Taluja Ms.Ashley Mathew Ms.Rony Nelson Peter

### **Sanitisation Cell**

The Sanitisation Cell is responsible for maintaining a clean and hygienic campus environment. It ensures routine cleaning, sanitisation of classrooms and facilities, and implements health safety protocols, especially during public health emergencies.

<b>Name of the Cell</b>	<b>Name of the Head</b>	<b>Members</b>
SANITISATION CELL	Mr Denzil Jacob	Ms.Vimla, Amal, Ashma, Mister, mr Banfal

### **Student Grievance Cell**

The Student Grievance Cell at NISCORT Media College serves as a dedicated platform to address and resolve the concerns and grievances of students in a fair, transparent, and timely manner.

<b>Name of the Cell</b>	<b>Name of the Head</b>	<b>Members</b>
STUDENT GRIEVANCE CELL	Dr. Sr Michelle	Ms. Ruchika Mahajan, Dr. Sr Michelle, Sr Victoria, Ms Neha Taluja CR of BAJMC I sem CR of BAJMC III sem CR of BAJMC V sem CR of MAJMC I sem CR of MAJMC III sem

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The Cell functions as a bridge between the student body and the administration, promoting a healthy academic environment and mutual respect. Through regular meetings and open communication, the Grievance Cell fosters accountability and ensures that every student feels supported and valued within the college community.

### **Internal Complaints Committee (ICC)**

The Internal Complaints Committee (ICC) at NISCORT Media College is constituted in accordance with the guidelines to ensure a safe, respectful, and inclusive environment for all members of the college community. The ICC is committed to preventing and addressing complaints related to sexual harassment and any form of gender-based discrimination. It operates with confidentiality, sensitivity, and impartiality, fostering a secure atmosphere where students and staff can report grievances without fear or hesitation.

<b>Name of the Cell</b>	<b>Name of the Head</b>	<b>Members</b>
INTERNAL COMPLAINTS COMMITTEE (ICC)	Director Rev. Robinson Rodrigues	Dr. Ritu Dubey Tiwari (Principal), Dr. Sr. Michelle (BAJMC 1 <sup>st</sup> Year), Ms. Kamakshi (BAJMC 2 <sup>nd</sup> Year), Ms. Ashley Mathew (BAJMC 3 <sup>rd</sup> Year) Ms. Amala T Chacko (MAJMC 1 <sup>nd</sup> and 2 <sup>nd</sup> Year)

### **Alumni Group**

The Alumni Group of NISCORT Media College is a vibrant network that fosters lifelong connections between the institution and its former students. This body plays a key role in promoting engagement through regular interactions, mentorship programs, and collaborative initiatives that benefit both current students and alumni. By maintaining strong ties with its graduates, the Alumni Group contributes to the growth of the college while celebrating the achievements and professional journeys of its alumni across the media industry and beyond.

<b>Name of the Cell</b>	<b>Name of the Head</b>	<b>Members</b>
ALUMNI GROUP	Director Rev. Robinson Rodrigues	Dr. Ritu Dubey Tiwari (Principal), Fr. Stanley Kozhichira Mr. Binu Joseph Mr. Albert Abraham