



# MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]

Dr Ambedkar Administrative Building, Near OP Thana, Motihari – 845 401, District – East Champaran, Bihar

F. No. 2-1/MGCUB/GA/2016

Dated: 11<sup>th</sup> July 2024

## OFFICE ORDER

1. In supersession of earlier Office Orders/Natifications issued in this regard, the Competent Authority of the University has been pleased to re-constitute the 'Public Relation Cell' of the University comprising following members till further order:

i.	Dr Shyam Nandan, Dept. of Hindi, MGPU	-	Coordinator
ii.	Dr Anjani Kumar Jha, Dept. of Media Studies, MGPU	-	Member
iii.	Dr Sapna Sugandha, Dept. of Management Sciences, MGPU	-	Member
iv.	Dr Pankaj Kumar Singh, Dept. of Political Science, MGPU	-	Member
v.	Dr Umesh Patra, Dept. of English, MGPU	-	Member
vi.	Dr Kundan Kishore Rajak, Dept. of Zoology	-	Member
vii.	Dr Govind Prasad Verma, Dept. of Hindi, MGPU	-	Member
viii.	Dr Parmatma Kumar Mishra, Dept. of Media Studies, MGPU	-	Member
ix.	Dr Sunil Deepak Ghodke, Dept. of Media Studies, MGPU	-	Member
x.	Dr Anupam Kumar Verma, Dept. of Social Work, MGPU	-	Member
xi.	Dr Asha Meena, Dept. of Hindi, MGPU	-	Member
xii.	Ms. Shephalika Mishra, Public Relation Officer	-	Member Secretary

2. The Public Relation Cell shall perform the following roles:

- Facilitate networking with various renowned academic, research and other institutions for developing University-Academia -Industry interface;
- Give publicity to the University regarding its various achievements and programmes so that the University gains visibility, enhanced reputation and improved branding;
- Help in improving internal relations between teachers, administrative staff and students to create a healthy atmosphere in the Campus;
- Maintaining good relations with the community at large;
- Networking with various organisations for promoting Students Placement;
- Maintaining positive relations with the Alumni;
- Organising Workshops, Fairs, Festivals, Exhibitions etc. to achieve the above goals; and
- Any other tasks assigned by the Hon'ble Vice-Chancellor from time to time.

3. The Committee shall meet at least once every fortnight to appraise, design and execute programmes/activities in relation to its avowed roles and report the same to the Hon'ble Vice-Chancellor.

4. This issues with the approval of the Competent Authority.

[SACHCHIDA NAND SINGH]

OSD (Administration)

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**Copy of the above forwarded to the following for information and necessary action please:**

1. Individuals concerned.
2. OSD(Finance)/CoE/Campus Directors/Proctor/DSW/Provost/Director, RDC/Director(Academic Affairs) / Coordinator, IQAC/Estate Officer/ Librarian/ Warden, Girls Hostel/ MGCU
3. All Deans of different Schools and all Heads of various Teaching Departments, MGCU
4. Assistant Registrar/PRO/ Hindi Officer/Section Officers, MGCU
5. Member Secretary, University Website Committee, MGCU - *with the request to upload/update the same on University Website accordingly.*
6. OSD to the Vice-Chancellor, MGCU- *for kind information of the Hon'ble Vice-Chancellor please.*
7. Guard File

*Dinesh Hooda*  
*11/07/2024*

**[DINESH HOODA]**

Assistant Registrar

