

## VARIOUS COMMITTEES FOR THE ACADEMIC YEAR 2017-18

The following Committees are formed for attaining the best overall performance of the Institute in academic, co-curricular and extra-curricular activities:

### 1. INFRASTRUCTURE PLANNING & SUPPORT COMMITTEE

1. Principal	Dr. Indrajit Patel
2. Asso.Dean (Admin)	Dr. J.M.Rathod
3. Asst.Professor, Civil Dept. - <b>Convener</b>	Dr. J.R. Pitroda
4. Asso. Prof. Comp. Dept. – Comp. related	Prof. P. B. Swadas
5. Civil Engg. Dept- Civil Works	Dr. H.J.Chauhan
6. Elect. Convener Elect. Works	Dr. N. G. Mishra
7. Electronics Dept.- Electro. related	Prof. A.A.Daiya
8. EC Dept. – CC Camera related	Dr. B. C. Goradiya
9. IT Dept. – Computer related	Dr. Keyur Brahmbhatt
10. Production Dept. – Workshop related	Prof. K.D.Bhatt
11. Mechanical Dept.- Mechanical related	Prof. S. P. Joshi
12. Admn.Officer	Shri G.C.Patel

The members will meet, discuss and implement about the new infrastructure to be created, renovation and modification in infrastructure which is suggested by core planning group. They will study the proposal and will work out all the necessary details in consultation with the Principal and Hon. Jt. Secretary, Estate Section, CVM and will submit to the Principal for necessary further action. Planning and budget preparation for DTE maintenance grant shall be done in advance and execution shall be done and monitored. The planning and development of central facilities like central library, central computer center, central assessment hall, electrical supply, etc. shall be done by this committee.

The Committee will see that the reports received regarding Civil, Mechanical, Electrical, Computer, Computer Networking, EPABX, Elevator, Generator, Refrigeration & Air-conditioning, Plumbing & Sanitary, Carpentry, etc. repairing/maintenance/ rework/ modification/ new infrastructure development be executed promptly to the satisfaction of the concerned Head of Dept. The Committee will also regularly inspect and look into maintenance of the BVM Auditorium and BVM Canteen, Central Water Tank and surroundings in order to keep infrastructure well maintained.

### 2. ACADEMIC AFFAIRS COMMITTEE

1. Assoc. Dean, Academics & <b>Convener</b>	Dr. V. J. Patel
2. Assoc. Dean, Academics & OICS(Autonomous)	Dr. H. V. Patel
3. Controller of Examination	Prof. S. A. Shah
4. Jt.Controller of Examination	Dr. S.V.Mevada
5. GTU Coordinator	Prof. P. S. Bhakhar
6. NPTEL Coordinator	Dr. R. P.Mehta
7. Civil Dept.	Prof. N. R. Patel
8. Computer Dept.	Prof. B.A. Tanawala

9. Electrical Dept.	Prof. G.K.Sharma
10. Electronics Dept.	Prof. P.H. Panchal
11. EC Dept.	Dr. S.R. Unadkat
12. IT Dept.	Prof. Vikram Agrawal
13. Maths Dept.	Dr. M. E. Shimpi
14. Mechanical Dept.	Prof. P.M. Tadv
15. Production Dept.	Prof. R.S.Barot
16. Structural Dept.	Prof. (Mrs.)Elizabeth George

Members will contact the concerned Chairman, Board of Studies/HoD well in advance to finalize the syllabi book so that it is ready before first level students get registered, and will remain in touch with Credit System office and will make the list of the important points to be addressed to the newly admitted students at the time of orientation in consultation with the Principal. The committee will look into registration, exam schedule, result analysis and backlog students counseling. To provide student cumulative update for results to concerned counsellors. To provide counsellor work flow and record forms. To provide industrial visits, industrial training and expert talks feedback forms to be filled by the students.

### 3. ACADEMIC QUALITY ASSURANCE COMMITTEE

1. Dean, Quality Assurance & Head, CP	Dr. D. G. Thakore
2. Assoc. Dean & <b>Convener</b>	Prof. A.A.Shaikh
3. Assoc. Dean & <b>Co-Convener</b>	Dr. S. D. Dhiman
4. Controller of Examination	Prof. S. A. Shah
5. Head, Civil Dept.	Dr. L. B. Zala
6. Head, Electrical Dept.	Dr. B. R. Parekh
7. Head, Electronics Dept.	Dr. T. D. Pawar
8. Head, EC Dept.	Dr. B.C.Goradiya
9. Head, IT Dept.	Dr. Keyur Brahmhatt
10. Head, Mathematics Dept.	Dr. (Mrs.)T. A. Desai
11. Head, Mechanical Dept.	Dr. P.M.George
12. Head, Production Dept.	Dr. A. M. Trivedi
13. Head, Structural Dept.	Dr. A.K.Verma
14. Civil Dept.	Dr. H.J.Chauhan
15. Computer Dept.	Dr. M. M. Vegad
16. Electronics Dept.	Dr. D. M. Patel
17. EC Dept.	Dr. S.R.Unadkat
18. IT Dept.	Prof. N.B. Prajapati
19. Maths Dept.	Dr. R. B. Gandhi
20. Mechanical Dept.	Dr. (Mrs).V.D.Chauhan
21. Production Dept.	Prof. (Mrs.) P.D.Chauhan
22. Structural Dept.	Prof. A.N.Desai

The committee will focus on the feedback given by the students for the faculty and prepare plans for quality assurance and would implement and monitor quality assurance plan and develop suitable mechanism for staff motivation through awards for excellence in teaching. It would also suggest training seminars/ workshop for overall holistic growth of the staff.

### 4. CURRICULUM DEVELOPMENT BOARD

1. Dean, Academic & Chairman, Mechanical	Dr. P. M. George
2. Asso. Dean & Member Secretary (Academics)	Dr. V.J. Patel
3. Asso. Dean, (Academics & OICS)	Dr. H.V.Patel

4. Chairman, Civil	Dr. L. B. Zala
5. Chairman, Computer	Dr. D. G. Thakore
6. Chairman, Electrical	Dr. B. R. Parekh
7. Chairman, Electro. & Communication	Dr. B.C.Goradiya
8. Chairman, Electronics	Dr. T. D. Pawar
9. Chairman, Information Technology	Dr. Keyur Brahmbhatt
10. Chairman, Mathematics & Humanities	Dr. T. A. Desai
11. Chairman, Production	Dr. A. M. Trivedi
12. Chairman, Structural	Dr. A. K. Verma
13. NPTEL Coordinator	Dr. R. P.Mehta

The Curriculum development Board will develop the curriculum on the basis of program educational objective and will prepare course objectives and syllabus in line with PEO's. There will be a regular meeting (one in a week) with Department faculty members to discuss the academic matters.

## 5. TRAINING & PLACEMENT AND III COMMITTEE

1. Dean, III & Head, Civil Dept.	Dr. L. B. Zala
2. Training & Placement Officer - <b>Convener</b>	Dr. Mehul .J.Shah
3. Training & Placement Officer	Shri Mehul Patel
4. Asso.Dean, III & T&P Adviser	Dr. R.P.Mehta
5. Head, EC Dept. & T&P Advisor	Dr. B.C.Goradiya
6. Head, Computer Dept.	Dr. D.G.Thakore
7. Head, Electrical Dept.	Dr. B.R.Parekh
8. Head, Electronics Dept.	Dr. T.D.Pawar
9. Head, IT Dept.	Dr. Keyur Brahmbhatt
10. Head, Mathematics Dept.	Dr. (Mrs.) T.A. Desai
11. Head, Mechanical Dept.	Dr. P.M.George
12. Head, Production Dept.	Dr. A.M.Trivedi
13. Head, Structural Dept.	Dr. A.K.Verma
14. Civil Dept.	Prof. N. F. Umrigar
15. Structural Dept.	Dr. (Mrs.)D.A.Sinha
16. Computer Dept.	Prof. (Mrs.)M. J. Joshi
17. Electrical Dept.	Prof. M. N. Sinha
18. Electronics Dept.	Prof. M. P. Prajapati
19. EC Dept.	Prof. Robinson Paul
20. IT Dept.	Prof. Vatsal Shah
21. Production Dept.	Prof. (Mrs.)J.B. Thakkar
22. Mechanical Dept.	Prof. J. N. Jain
23. Mechanical Dept.	Prof. Ketul Bhrambhatt
24. President, VUIA,GIDC (VV Nagar Zone II Sankul)	Shri Nileshbhai S Patel
25. Parkage Industries, V.U.Nagar	Shri Jagdishbhai I Patel
26. Gen. Secretary, VUIA	Shri Hemal R Patel Western Engg.Works
27. Civil Dept.	Prof. Amit Bhavsar
28. Computer Dept.	Prof. S. A. Bakhru
29. Electrical Dept.	Prof. A.M.Patel
30. Electronics Dept.	Dr. D.L.Vala Pa
31. EC Dept.	Dr. R.C. Rana
32. Mathematics Dept.	Dr. R.B.Gandhi
33. Mechanical Dept.	Prof. H. A. Bhargav
34. Production Dept.	Prof. R.S.Barot
35. Structural Dept.	Dr. (Mrs.)D. A Sinha

The members will make all the efforts to bring the agencies for placement and arrange for campus placement interviews, make all arrangements for campus, pre-placement talks, hospitality of interviewers / company ambassadors and will also make arrangement for strong industry-institution interaction by arranging lectures/seminars/training programmes of experts from industries / Govt./Public Sector / Defense etc. for preparing students for placement. They will also find out the organizations for deputing the students for field training. The arrangement for their comfortable stay, etc. will be made by the committee.

The Committee will work for developing the interaction within the Institute and Industries and overall monitor IDP/UDP projects of final year students. It will plan and organize expert talks, seminars, workshops from industrial experts. It will organize industrial visits for the students. It will interact with industries for signing MoUs for students projects, expert talks, industrial consultancy, etc. in a mutually beneficial way. It will plan and implement schemes for funding student projects through BVM Alumni Association.

#### 6. PERSONALITY DEVELOPMENT PROGRAMME (PDP) COMMITTEE:

1. Dean – Students Affairs	Dr. A. M. Trivedi
2. Mechanical Dept. – <b>Convener</b>	Prof. F. R Vora
3. Electrical Dept.	Prof. A. R Patel
4. Structural Dept.	Dr. (Mrs.) D.A Sinha
5. Civil Dept.	Prof. D. S. Modi
6. Electronics Dept.	Dr. (Mrs.) K. D. Patel
7. Production Dept.	Prof. R.S. Barot
8. IT Dept.	Prof. K. G Patel
9. Computer Dept.	Prof. B. A Tanawala
10 EC Dept.	Dr. R. C. Rana
11 Maths Dept.	Prof. Tridip Macwan

The Committee will see that the students and interested faculty members undergo the career development & communication skill programmes. Also they will interact with the visiting faculty involved to discuss our requirement and feedback and will also check the presence of students at regular intervals.

#### 7. PUBLIC RELATION AND PUBLICITY COMMITTEE:

1. Principal	Prof. Indrajit N Patel
2. Mathematics Dept. - <b>Convener</b>	Dr. (Mrs.)N.S. Sathe
3. Training & Placement Officer	Dr. Mehul J Shah
4. Training & Placement Officer	Shri Mehul Patel
5. Computer Dept.	Dr. U.K.Jalia
6. Electrical Dept.	Prof. A.R.Patel
7. Electronics Dept.	Dr. (Mrs.)M.S.Holia
8. EC Dept.	Prof. M. M. Sevak
9. IT Dept.	Prof. (Mrs.)K.H. Shah
10. Mechanical Dept.	Prof. (Mrs.)Dhara P Trivedi
11. Production Dept.	Prof. Akil Jariya
12. Structural Dept.	Prof. (Mrs.)Jagruti Shah

The members will be in touch with the In-charges of different extra curricular & co-curricular activities at degree level or institute level to give publicity of the various events organized through newspapers or any other publications / media through Principal, BVM. They will send the copy to news papers elsewhere to the

Convener, Literary Committee of BVMCC. Any news item to be published must be approved by the Principal.

## 8 LIBRARY & COMPETITIVE EXAM COMMITTEE:

1. Principal	Dr. Indrajit Patel
2. Professor-in-charge, Library	Dr. (Mrs.)V. D. Chauhan
3. NPTEL Coordinator	Dr. R.P.Mehta
4. Librarian	Shri J. D. Patel
5. Civil Dept.	Dr. H.J.Chauhan
6. Civil Dept.	Prof. N.F. Umrigar
7. Computer Dept.	Dr. N. M. Patel
8. Computer Dept.	Prof. Kirti .J.Sharma
9. Electrical Dept	Prof. A.M.Patel
10. Electrical Dept.	Prof. (Mrs.)D.K.Patel
11. Electronics Dept.	Dr. (Ms.) K. D. Patel
12. Electronics Dept.	Prof. C. S. Patel
13. EC Dept.	Prof. A. B. Bambhaniya
14. EC Dept.	Prof. Darshan Dalwadi
15. IT Dept.	Prof. Kanu G. Patel
16. IT Dept.	Prof. (Mrs.)Bijal Dalwadi
17. Maths Dept.	Dr. (Mrs.) N.S.Sathe
18. Maths Dept.	Prof. S.D.Bhagat
19. Mechanical Dept.	Dr. H. P. Patolia
20. Mechanical Dept.	Prof. P.G.Choksi
21. Production Dept.	Prof. Akil Jariya
22. Production Dept.	Prof. Jatin Makwana
23. Structural Dept.	Prof. V. A Arekar
24. Structural Dept.	Prof. Vishal Patel
25. Library	Ms. Dharti Patel
26. Library	Shri Pritesh K.Darji
27. IT Dept.	Shri Dilay Patel
28. IT Dept.	Shri Ronak Patel

Students and faculty members will be encouraged for maximum use of the library by this Committee. Members shall discuss with the concerned Head and faculty members of the respective dept. for subscribing new books/e books, IS Codes, journals/e journals, web portals, e-usage, Conference proceedings etc. IEEE / DELNET /INDEST / e-journal facilities be made available. Meet frequently and convey the suggestions from faculty members and prepare the proposals for increasing the facilities regularly and submit to the Principal for doing needful. The Librarian should continuously monitor the budget, new arrivals, No.of journals/ e-journals, internet connectivity of Library e-journals as per AICTE requirements. The maintenance of stacks, reference section, new arrivals be regularly carried out and monitored. It should arrange book fairs periodically for students and faculty.

To prepare library web page with the help of website and automation committee. Library catalogue search interface, journals and their login procedure, list of books, availability of e-books, tie up for online digital resources, sharing of NPTEL resources, list of books purchased in the last three years, names and contact details of committee members, etc. shall be made available in the library webpage.

Registration of students, monitoring, uploading of student data for scholarships in NPTEL website in SPOC(single point of contact) login shall be looked after. Sharing of NPTEL course material on LAN by Local server with students shall be implemented.

The committee will work for preparing students for higher learning and various competitive examinations. It will also ensure running of forums at institution/departmental level for appearing in GATE and other such examinations like NPTEL, CAT, TOEFL, GRE, IELTS.

#### 9. STUDENTS COUNSELLING COMMITTEE:

1. Vice President, BVM Central Committee	Prof. B.S.Patel,
2. Vice President, BVM Central Committee	Dr. B.C.Goradiya
3. Asso. Dean, (Academics & OICS)	Dr H.V.Patel
4. Civil Dept. - <b>Convener</b>	Prof. A. N. Bhavsar
5. GTU Coordinator	Prof. P.S. Bhakhar
6. Controller of Examination	Prof. S. A. Shah
7. Jt. Controller of Examination	Dr. S.V.Mevada
8. Computer Dept.	Prof. Kirti J Sharma
9. Electrical Dept.	Prof. G.K.Sharma
10. Electronics Dept.	Prof. A.A.Daiya
11. EC Dept.	Prof. Robinson Paul
12. IT Dept.	Prof. (Mrs.)K.H. Shah
13. Maths Dept.	Dr. R. B. Gandhi
14. Mechanical Dept.	Prof. Vipul Chaudhari
15. Production Dept.	Prof. (Mrs.) J.B.Thakkar
16. Structural Dept	Prof. (Mrs.)Elizabeth George

The Convener will be in touch with the Credit System (SPU/GTU) and will find out the list of the academically weak students (SPI < 2) for 2 consecutive semesters and those who have completed 8 semesters). Necessary counseling will be done and interaction with parents for the benefit of the students will be a regular feature. The experts with human touch from society be invited for strengthening the counseling. Faculty Advisors may also be contacted if necessary for help through respective Head of Dept. They will also arrange health awareness lectures like yoga and pranayam as required by D.T.E. Office particularly to First Level students.

#### 10. CREDIT SYSTEM CORE COMMITTEE:

1. Principal	Dr. Indrajit Patel
2. Dean, (Academics)& Head, Mechanical Dept	Dr. P.M.George
3. Asso.Dean & Member Secretary (Academics)	Dr. V.J.Patel
4. Asso. Dean, (Academics) & OICS	Dr. H.V.Patel
5. Controller of Examination	Prof. S.A.Shah
6. Jt. Controller of Examination	Dr. S.V.Mevada
7. GTU Coordinator	Prof. P.S.Bhakhar
8. Computer Programmer	Shri B.C.Patel

The Committee will discuss the planning of academic calendar including exam. schedule etc. The committee will prepare exam time table for mid semester and End semester exam with the help of Time Table Committee members of each department. The committee will plan and execute material as regards to registration process, verification of registration, maintenance of attendance records during the semester, issue of hall tickets and admit cards, late registration and computerization of the registration process and maintain the student dossier and transcript records. The

enrollment of new students, exam seating arrangement, university supervision list, result processing as regards to internal exams, Central Assessment for end semester examinations, result verification, grade cards and updates sorting and distribution and other works related to credit system will be carried out by the committee. Implementation of ERP software for student registration, attendance, statistics, etc. shall be supervised by this committee.

## 11. CAMPUS CLEANING COMMITTEE

1. Electronics Dept. - <b>Convener</b>	Prof. A.A.Daiya
2. Admn.Officer	Shri G. C. Patel
3. Admn.Officer(SFI)	Shri Swapnil Patel
4. Admn.staff	Shri V.D.Parmar
5. Civil Dept.	Shri B. M. Panchal
6. Computer Dept.	Shri B. C. Patel
7. Electrical Dept.	Shri Nilesh Patel
8. Electronics dept.	Shri H. J. Sevak
9. EC Dept.	Shri Chirag A. Patel
10. IT Dept.	Shri Ronak Patel
11. Mech. Dept.	Shri Nilesh Ganvit
12. Workshop	Shri P. I. Patel
13. Structural Dept.	Shri P.M.Karvela
14. Library	Shri Paranjay P Joshi

The Convener will see that the campus remains clean and neat and will instruct / guide the gardeners and others for maintaining the campus environment green and pleasant.

## 12. STUDENTS AFFAIRS COMMITTEE:

1. Dean, Students Affairs	Dr. A. M. Trivedi
2. Vice President BVMCC	Prof. B.S.Patel
3. Vice President BVMCC	Dr. B.C.Goradiya
4. Rector(Boys hostel)	Dr. A. K. Verma
5. Rector(Boys hostel)	Dr. N. G. Mishra
6. Rector(Girls hostel)	Prof.(Mrs.) Jagruti Shah
7. Mechanical Dept.	Prof. F.R.Vora
8. Electronics Dept.	Prof. A. A. Daiya
9. IT Dept.	Prof. Chintan Mahant
10. Maths Dept.	Prof. Aakar Roghelia
11. Civil Dept.	Prof. N. F. Umrigar
12. Computer Dept.	Dr. Udesang Jaliya
13. Production Dept.	Prof. Gaurav Patel
14. Hostel Supdt, EC Dept.	Prof. G.B.Rathod
15. Hostel Supdt.,Electronics Dept.	Prof. M.M.solanki
16. Hostel Supdt.,EC Dept.	Prof. Amit Choksi
17. Hostel Supdt, IT Dept.	Prof. Ronak Vashi
18. Hostel Supdt.	Prof. D.S.Modi
19. Hostel Supdt	Prof. V.V. Agrawal
20. Maths Dept.	Prof. S.D.Bhagat
21. Admn.Officer	Shri G. C. Patel

The members will study the applications received for financial help and will guide for contacting the funding organizations and may also recommend for the same. The members will also study the case of indiscipline and will send the final report to the Principal for necessary action.

The affairs related with hostels in the campus shall be looked after by this committee. The feedback & complaints regarding hostel life of students shall be addressed by this committee. The Committee will meet for advising / suggesting about the working of the hostels. It will also study the suggestions received from the Rectors, Hostel Supdts. & students and will send the proposal to the Principal for forwarding to the management for doing needful.

They will also make arrangement for medical check up / Thalessemia Test for newly admitted students and other activity like learning license etc.

Organizing of Cultural festival, technical festival and annual day shall be looked after by this committee.

### 13. TIME TABLE (CLASS) COMMITTEE:

1. <b>Convener</b>	Dr. D. G. Thakore
2. Computer Dept. – <b>Co-Convener</b>	Dr. U.K. Jaliya
3. Computer Dept. – <b>Co-Convener</b>	Prof. K.J. Sharma
4. Civil Dept.	Prof. P. J. ShahT
5. Civil Dept.	Prof. A. A Amin
6. Computer Dept.	Prof. B.A.Tanawala
7. Electrical Dept.	Prof. M. N. Sinha
8. Electrical Dept.	Prof. D. A. Parikh
9. Electronics Dept.	Prof. C. J.Jayaswal
10. Electronics Dept.	Prof. M. M. Solanki
11. EC Dept.	Prof. Darshan Dalwadi
12. EC Dept.	Prof. Anish Vahora
13. IT Dept.	Prof. Nilesh Prajapati
14. IT Dept	Prof. (Mrs.) Bijal Dalwadi
15. Maths Dept.	Dr. R. B. Gandhi
16. Maths Dept.	Dr. M.E.Shimpi
17. Mechanical Dept.	Prof. R.G.Jivani
18. Mechanical Dept.	Prof. J.R. Koisha
19. Production Dept.	Prof. P. D. Chauhan
20. Production Dept.	Prof. Akil Jariya
21. Structural Dept.	Prof. A.N.Desai
22. Structural Dept.	Prof. V.A.Arekar

The Committee will receive the work load (in advance) from Head of Departments and will prepare the time tables & exam time tables in consultation with the Credit System Core Committee of BVM. The Time Tables will be prepared for individual teachers, laboratory, class room. The common slot will be kept free for departmental meeting and the meetings of Head of Department. The committee will also see that for each dept. faculty members be kept free for dept. meeting.

### 14. ERP IMPLEMENTATION COMMITTEE

1. Computer Dept. - <b>Convener</b>	Prof. P.B.Swadas
2. IT Dept.- <b>Co-convener</b>	Prof. Vatsal Shah
3. Mech. Dept.	Dr. V.J.Patel
4. Asso. Dean, (Academics) & OICS	Dr. H.V.Patel
5. Controller of Examination	Prof. S.A.Shah
6. Jt. Controller of Examination	Dr. S.V.Mevada
7. IT Dept.	Prof. N.B.Prajapati
8. IT Dept.	Prof. Priyank Bhojak



9. Computer Dept.	Prof. M.I.Hasan
10. Computer Dept.	Prof. Pranay Patel
11. Computer Programmer	Shri B. C. Patel
12. IT Dept.	Shri Ronak Patel

The Committee will review all the administration work including Credit System work and will try to computerize the same at maximum level through the ERP software implementation.

The committee should also look into the development of following facilities:

- To make available attendance of students to the parents.
- To create facility for automatic email/sms to students with less attendance, e.g. absent for three or more days consecutively.
- To develop moodle facilities in ERP.
- To get online course feedback.

#### 15. WEBSITE AND OFFICE AUTOMATION COMMITTEE:

01. Head, IT Dept.	Dr. Keyur Brahmbhatt
02. IT Dept- <b>Convener</b>	Prof. Vatsal Shah
03. Computer Dept.	Prof. M.I.Hasan
04. IT Dept.	Prof. Priyank Bhojak
05. Civil Dept.	Prof. A.A.Amin
06. Electrical Dept. (SFI)	Prof. Swapnil Arya
07. Electronics Dept.	Prof. A. A. Daiya
08. Maths Dept.	Dr. (Mrs.)Dipti R Patel
09. Mechanical, Dept.	Prof. V.H.Chaudhary
10. Production Dept.	Prof. Akil Jaria
11. EC Dept.	Prof. Robinson Paul
12. Computer Programmer	Shri B. C. Patel
13. IT Dept.	Shri Ronak Patel

The Committee will keep the BVM website up-to-date by contacting the concerned Head and Administrative Officer (For administrative data and information). The concerned staff should be given training of operating his accounts / work. To create infrastructural frame work for creating student email ID at the time of admission. To develop online fee payment facility. Development of library web page in consultation with library & competitive exam committee. To share NPTEL resources in internal LAN network through library web page. To create email IDs of all functionaries like Heads, Deans and Asso.Deans. To create necessary infrastructure and apply for remote Centre for STTPs under the National Mission for Education through ICT(NMEICT).

#### 16. RESEARCH & DEVELOPMENT COMMITTEE

1. <b>Dean, Research &amp; Development</b>	Dr. A. K. Verma
2. Asso. Dean – <b>Convener</b>	Dr. (Mrs.) D.R.Bhatt
3. Asso. Dean(R&D) & <b>Co-convener</b>	Dr. M. E. Shimpi
4. Asso.Dean, III	Dr. R.P.Mehta
5. Asso.Professor & Head, EC Dept. & SSIP Coordinator	Dr. B.C.Goradiya
6. Civil Dept.	Dr. S. D. Dhiman
7. Computer Dept.	Dr. M.M. Vegad
8. Electrical Dept.	Dr. Akshay Pandya
9. Electronics Dept.	Dr. (Ms.) M.S.Holia

10. IT Dept.	Dr. Keyur Bhrambhatt
11. Maths Dept.	Dr. (Mrs.) T. A. Desai
12. Mechanical Dept.	Dr. H. P. Patolia
13. Production Dept.	Prof. Rakesh Barot
14. Mechanical Dept.	Prof. Hitesh Bhargav
15. EC Dept.	Dr. R.C.Rana
16. IT Dept.	Prof. Nilesh Prajapati
17. Structural Dept.	Dr V.A.Arekar

The Committee will encourage the faculty members of respective dept. for R&D work, R&D projects, MODROB projects to be sent to AICTE and articles to be sent to local / state / national / international journals. The proposals to be submitted to AICTE, ISTE, GUJCOST / DST and other funding agency should be submitted to the undersigned through the Convener of the above committee.

The research & innovation of students can be extended to patent and product development with the help of Government funding for incubators and policies & projects like Student Starting & Innovation Policy (SSIP,2017)

### 17. ALUMNI ACTIVITIES DEVELOPMENT COMMITTEE

1. President (Chairman, CVM)	Dr. C.L.Patel
2. Sr. Vice President (Chairman, CGSM)	Er. V.C.Patel
3. Jr. Vice President	Dr. S.N.Patel
4. Chairman (Principal, BVM) & Dean	Dr. Indrajit Patel
5. Secretary	Dr. A. M. Trivedi
6. Jt. Secretary	Er. Pradeep Patel
7. Jt. Secretary	Dr. D. S. Vyas
8. Treasurer	Er. K.H.Babaria
9. Executive Member	Er. Anilbhai T. Patel
10. Executive Member	Er. Narottambhai Patel
11. Executive Member	Er. Prayasvin B. Patel
12. Executive Member	Er. V.M.Patel
13. Executive Member	Shri Praful Motilal Jobanpatra
14. Executive Member	Er. Ravindra R. Khetani
15. Executive Member	Er. B M Vyas
16. Executive Member	Er. Mehul Patel
17. Executive Member	Dr. S.V.Vaishnav
18. Executive Member	Late Prof. J.C.Panchal
19. Executive Member	Er. Vinod V Panchasara
20. Executive Member	Er. Pragnesh Patel
21. Executive Member	Er. Mukesh Patel
22. Executive Member	Er. Veljibhai Sheta
23. Executive Member	Shri Pares thakar
24. Executive Member	Dr. A.D.Patel
25. Executive Member	Shri Devang Joshi
26. Executive Member	Shri Vasudev B Pandya
27. Executive Member	Dr. F.S.Umrigar
28. Executive Member	Dr. A K Verma
29. Executive Member	Dr. P.M.George
30. Executive Member	Dr. B.R.Parekh
31. Executive Member	Dr. T. D. Pawar
32. Executive Member	Dr. D. G. Thakore
33. Executive Member	Dr. L. B. Zala
34. Executive Member	Dr. (Mrs.) T.A.Desai
35. Executive Member	Dr. B.C.Goradiya

The Committee will work for planning the activities to be carried out during the year and means and ways to increase the life membership and BVM Endowment Fund. It will prepare members directory, promotional material, news letters for the Alumni members.

**18. INTERNAL COMPLAINT COMMITTEE(ICC)** (As per Notification No. F. AICTE/WH/2016/01.—All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016.

1. Head, Maths Dept. – <b>Convener</b>	Dr. (Mrs.) T.A.Desai
2. Head, IT Dept.	Dr. Keyur Brahmhatt
3. Electrical Dept.	Prof. J.C.Barua
4. Admn.Officer	Shri G.C.Patel
5. Computer Dept.	Mrs Bindu V Raval
6. Ladies Representative	Ms. Megha Patel
7. Students GS	Mr. Jatan Jagrutbhai Patel
8. Cultural Secretary	Mr. Kishan Patel
9. Women NGO Representative	Dr.Arti Pamnani, SEWA(NGO)

**Responsibilities of Internal Complaints Committee (ICC)** - The Internal Complaints Committee shall:

- Provide assistance if an employee or a student chooses to file a complaint with the police;
- provide mechanisms of dispute redressal and dialogue to anticipate and address issues through just and fair conciliation without undermining complainant's rights, and minimize the need for purely punitive approaches that lead to further resentment, alienation or violence;
- protect the safety of the complainant by not divulging the person's identity, and provide the mandatory relief by way of sanctioned leave or relaxation of attendance requirement or transfer to another department or supervisor as required during the pendency of the complaint, or also provide for the transfer of the offender;
- Ensure that victims or witnesses are not victimised or discriminated against while dealing with complaints of sexual harassment; and
- Ensure prohibition of retaliation or adverse action against a covered individual because the employee or the student is engaged in protected activity.

**19. COLLEGIATE WOMEN'S DEVELOPMENT COMMITTEE**

1. Principal	Dr. Indrajit Patel
2. Head, Maths Dept. - <b>Convener</b>	Dr. (Mrs.) T. A. Desai
3. Head, IT Dept.	Dr. Keyur Brahmhatt
4. Structural Dept.	Prof. (Mrs.) Elizabeth George
5. Electronics Dept.	Dr. (Mrs.) M.S.Holia
6. Computer Dept.	Prof. (Mrs.) Mahasweta Joshi
7. EC Dept.	Prof. (Mrs.) Ripal Patel
8. EC Dept.	Prof. (Mrs.) Palak Patel
9. Computer Dept.	Prof. (Mrs.) M. J. Joshi
10. Electrical Dept.	Prof. (Mrs.) Dharita K Patel
11. IT Dept.	Prof. (Mrs.) Bijal Dalwadi
12. Mechanical Dept.	Prof. (Ms.) Kinjal Patel
13. Production Dept.	Prof. (Mrs.) J.B. Thakkar
14. Computer Dept.	Mrs. Bindu V. Raval

15. Ex. Ladies Representative
16. Ladies Representative

Kum. Shweta K. Thacker  
Ms. Megha Patel

The committee will focus on the holistic development of women and plan executive and monitoring all the activities in regards to women development. It will work for equal representation of women in all developmental activities of the college.

## 20. SC/ST & OBC STUDENTS COUNSELLING COMMITTEE:

- |                                  |                     |
|----------------------------------|---------------------|
| 1. Civil Dept. - <b>Convener</b> | Dr. H.J.Chauhan     |
| 2. Computer Dept.                | Prof. H.D.Vasava    |
| 3. Electrical Dept.              | Prof. M.N. Sinha    |
| 4. EC, Dept.                     | Prof. Hiren Patel   |
| 5. IT, Dept.                     | Prof. Vishal Polara |
| 6. Maths Dept.                   | Prof. S.D. Bhagat   |
| 7. Mechanical Dept.              | Prof. V.H.Chaudhary |
| 8. Production Dept.              | Prof. Purvi Chauhan |
| 9. Administrative Staff          | Shri V.D.Parmar     |
| 10. Credit System Office         | Shri S.C.Ka.Patel   |

The committee will focus on the holistic development of SC/ST students and plan executive and monitor all the activities in regards to SC/ST students development.

Efforts to enhance scholarship and financial help for such students shall be made from Govt. & NGOs and supervised by this committee.

## 21. STAFF DEVELOPMENT COMMITTEE :

- |                                 |                        |
|---------------------------------|------------------------|
| 1. Principal                    | Dr. Indrajit Patel     |
| 2. Dean, Faculty Affairs        | Dr. T.D.Pawar          |
| 3. Asso.Dean(Admin)             | Dr. J.M.Rathod         |
| 4. Electronics Dept. – Convener | Dr. D. M. Patel        |
| 5. Assoc. Dean, Maths Dept.     | Dr. (Mrs.) T. A. Desai |
| 6. Civil Dept.                  | Prof. P. J. Shah       |
| 7. Computer Dept.               | Prof. S. A. Bakhru     |
| 8. Electrical Dept.             | Prof. A. R. Patel      |
| 9. EC Dept.                     | Prof. Ronak Vashi      |
| 10. IT Dept.                    | Prof. Kanu G Patel     |
| 11. Mechanical Dept.            | Prof. R. G. Jivani     |
| 12. Production Dept.            | Dr. A. M. Trivedi      |
| 13. Structural Dept.            | Prof. V.V.Agrawal      |
| 14. Administrative staff        | Shri G.C.Patel         |

The committee will focus on the holistic staff development, execute and monitor all the activities in regards to the staff development. It will conduct training seminars/workshop & will support activities related to continuing education. The committee will focus on the feedback given by the students for the faculty and prepare plans for quality assurance and would implement and monitor quality assurance plan and develop suitable mechanism for staff motivation through awards for excellence in teaching. It would also suggest training seminars/ workshop for overall holistic growth of the staff.

## 22. ANTIRAGGING COMMITTEE - INSTITUTE LEVEL

- |                                      |                    |
|--------------------------------------|--------------------|
| 1. Principal, BVM, President – BVMCC | Dr. Indrajit Patel |
| 2. Dean, Student Affairs             | Dr. A.M.Trivedi    |

- |    |   |                       |
|----|---|-----------------------|
| 3. | Vice President, BVM Central Committee – <b>Convener</b> | Prof. B.S.Patel       |
| 4. | Rector, Hostels   | Dr. A.K.Verma         |
| 5. | Rector, Hostels   | Dr. N.G.Mishra        |
| 6. | Head, IT Dept.  | Dr. Keyur Brahmhbhatt |

**Members of the Committee (Key Stake Holders)**

- |     |                                     |  |
|-----|-------------------------------------|--|
| 7.  | Vallabh Vidyanagar Police Inspector | Shri A.C.Parmar  |
| 8.  | Local Media                         | Shri Salim Pathan                                      |
| 9.  | Municipal Council Member, V V Nagar | Mrs. Reshma Patel                                      |
| 10. | Rep. of Mamlatdar, Anand Taluka     |  |
| 11. | Parent Representative               | Prof. K.B.Shah,<br>Asso.Professor, Mech.Dept.,<br>ADIT |
| 12. | First Year Boys Representative      | Mr.Patel Rohan H                                       |
| 13. | First Year Girls Representative     | Ms. Nidhi Mulchandani                                  |
| 14. | General Secretary                   | Mr. Jatan Patel  |
| 15. | Ladies Representative               | Ms. Megha Patel  |
| 16. | Rep. of Teaching Faculty            | Dr. D.M. Patel   |
| 17. | Rep. of Administrative Staff        | Shri M. J. Sevak                                       |

The committee will focus on anti-ragging issues of the students and would resolve issues related to anti-ragging by suitable awareness drives, students counseling, monitoring and control.

**23. P.G.PROGRAMME COMMITTEE**

- |     |  |                           |
|-----|--|---------------------------|
| 1.  | Chief Coordinator                            | Dr. Indrajit Patel        |
| 2.  | Electrical Dept.– <b>Overall Coordinator</b> | Dr. Akshay Pandya         |
| 3.  | Computer Engg.                               | Prof. P.B.Swadas          |
| 4.  | Const. Engg. Management                      | Dr. J.R.Pitroda           |
| 5.  | Env. Engg.                                   | Prof. (Mrs.) R.L.Patel    |
| 6.  | Machine Design                               | Prof. Vishal Pandya       |
| 7.  | Maths Dept.                                  | Dr. (Mrs.) T. A. Desai    |
| 8.  | Power System                                 | Prof. Swapnil Arya        |
| 9.  | Structural Engg.                             | Prof. V. B. Patel         |
| 10. | Transportation Sys. Engg.                    | Prof. C.B.Mishra          |
| 11. | Infrastructure Engg.&Tech.                   | Prof. (Mrs.) Jagruti Shah |

**24. PHYSICALLY DISABILITY GRIEVANCES REDRESSAL COMMITTEE**

- |    |                   |                   |
|----|-------------------|-------------------|
| 1. | <b>Convener</b>   | Dr. H.V.Patel     |
| 2. | Member Electrical | Prof. J.C.Barua   |
| 3. | Member Structural | Prof. V.B.Patel   |
| 4. | Member Civil      | Dr. J. R. Pitroda |

**25. INTERNAL QUALITY ASSURANCE CELL (IQAC) under CAS**

- |    |                                  |                    |
|----|----------------------------------|--------------------|
| 1. | Dean – Faculty Affairs           | Dr. T. D. Pawar    |
| 2. | Assoc. Dean, Academic - Convener | Dr. V. J. Patel    |
| 3. | Mechanical Dept.                 | Dr. H.P.Patolia    |
| 4. | Electrical Dept.                 | Prof. A. A. Shaikh |
| 5. | Structural Dept.                 | Prof. A. N. Desai  |
| 6. | Admn.Officer                     | Shri G. C. Patel   |
| 7. | Admn.staff                       | Shri V. D. Parmar  |

The Committee will help in preparing the documents for the Promotion under Career Advancement Scheme (CAS).

**26. GRIEVANCE REDRESSAL COMMITTEE :**

1. Convener	Dr. B.C.Goradiya
2. Structural Dept.	Dr. (Mrs.) D.R. Bhatt
3. Maths Dept.	Dr. R.B.Gandhi
4. Electrical Dept.	Dr. R.P.Mehta
5. Computer Dept.	Prof. S.A.Bakhru
6. Electronics Dept.	Dr. (Mrs.)M.S.Holia
7. Electrical Dept.(Hostel)	Dr. N.G.Mishra
8. Admn.Officer	Shri G.C Patel
9 Admn.staff(SFI)	Shri Swapnil Patel

This committee shall look into any grievance of students or staff members of BVM and will suggest necessary course of action.

All the Conveners are requested to call the meeting once in a month of the concerned members and General Secretary of BVMCC be contacted for the help of the students representatives (volunteers). The minutes of the meeting shall be prepared and submitted to the Principal, BVM.

If any faculty member is interested to work in any of the above committees he/she is most welcome to join the team.

Dr. Indrajit Patel  
PRINCIPAL

Copy to :

1. Hon. Chairman, BVM Board of Governors for information.
2. Hon. Secretary, CVM
3. All the Heads of Departments with a request to circulate among all faculty members
4. All concerned members
5. Principal's file
6. BVM Central Committee