



GOVERNMENT SCIENCE COLLEGE

Sector – 15, Gandhinagar-382016

Principal

Dr. Mahendra G. Bhatt

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NAAC Accredited-
B+(CGPA-2.69)

सत्यमेव जयते

Ref. No.: GSC/ESTA/Committee/2021-22/771

Date: 23/06/2021

Office Order:

With the help of all teaching and non-teaching staff members, for the efficient administration of the college, and for the effective performance of curricular, co-curricular & extra-curricular activities of the college, following committees are formed for the academic year 2021-22.

Notes:

1. In absence of the Principal Dr. M. G. Bhatt, routine administrative charge of the college will be carried by Dr. D. A. Odedara (Associate Prof. in Zoology)
2. All teaching and non-teaching staff members have to mutually co-operate each other.
3. Chairperson of the committee must have to submit files, reports and accounts in time.
4. In the absence of Chairman (or Coordinator) of any the committee, the Co-Chairman (or Additional Coordinator) will carry the charge of the committee.
5. Chairman (or Coordinator) and Co-Chairman (or Additional Coordinator) are equally responsible for the smooth functioning of committee.

Core Committees (2021-22)		
1.	Administration Committee	Dr. M. G. Bhatt (Principal) (Chairman) Dr. C. C. Ambasana (Head, Dept. of Microbiology) (Member) Prof. B. K. Trivedi (Head, Dept. of Mathematics) (Member) Prof. R. R. Patel (Head, Dept. of Chemistry) (Member) Dr. G. R. Patel (Head, Dept. of Physics) (Member) Dr. M. M. Patel (Head, Dept. of Botany) (Member) Prof. M. G. Patel (Head, Dept. of Zoology) (Member) Dr. D. A. Odedara (Associate Prof. in Zoology) (Member) Dr. D. H. Mehta (Head, Dept of English) (Member) Mr. L. R. Rathod (Registrar) (Member)
2	Right to Information (RTI) Cell	Public Information Officer: Shree L. R. Rathod (Registrar) Appellate Officer: Dr. M. G. Bhatt (Principal)
3	Anti-Ragging Committee	Dr. M. G. Bhatt (Chairman) PI – Local Police Station, Representative of Local Media, NGO, Parents, Faculty Member, Students, Non-teaching staff
4	Collegiate Women's Development Cell (CWDC)	Dr. K. S. Nimavat (Coordinator) Dr. P. P. Prajapati (Additional Coordinator) Dr. Y. M. Parmar, Dr. J. S. Rajora, Dr. S. P. Pithva, Prof. M. S. Amrutiya, Mitaben A. Parmar (Clerk)
5	Anti-Sexual Harassment Committee (ASHC)	Dr. M. G. Bhatt (Chairman) Dr. K. S. Nimavat (Coordinator) Dr. P. P. Prajapati (Additional Coordinator), Dr. P. U. Sharma, Prof. M. S. Amrutiya, Jignasha J. Vaghela (PTI)

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6	SC, ST, Minority Cell	Dr. M. G. Bhatt (Chairman) Dr. A. A. Baakza (Coordinator) Dr. B. H. Karlikar (Additional Coordinator), Dr. Y. M. Parmar
7	Internal Quality Assurance Cell (IQAC)	Dr. M. G. Bhatt (Chairman) Dr. C. K. Chauhan (Coordinator) Dr. C. C. Ambasana (Additional Coordinator) All HODs and other members as specified in office order.
8	Purchase Committee	Dr. C. C. Ambasana (Chairman) Members: All HODs, Shree L. R. Rathod (Registrar), Shree J. N. Chaudhary (Clerk)
9	RUSA Committee	Dr. C. K. Chauhan (Nodal officer) Prof. M. V. Mulchandani (Assistant Nodal officer) Dr. V. N. Dave
10	UGC Committee	Dr. C. C. Ambasana (Chairman) Members all HODs and Shree. J. N. Chaudhary (Clerk)
11	Grievance Redressal and Discipline Committee	Dr. D. A. Odedara (Chairman) Dr. K. B. Zankat (Co-chairman), Members: All HODs
12	Health Committee 1. First Aid Treatment 2. Medical Check up 3. Covid-19 Protection, Screening & Testing	Dr. A. A. Baakza (Chairman) Dr. U. P. Tarpada (Co-chairman) Jignasha Vaghela (PTI) (Co-chairman) Shree V. R. Asari (Lab Assistant – Physics) Shree M. C. Patel (Lab Assistant – Microbiology) Shree J. N. Chaudhary (Junior Clerk)
13	IT Committee 1. IT Hardware and Software 2. College Website. 3. SMS facility 4. Intercom and Wi-Fi 5. GSWAN, CCTV	Dr. D. S. Gandhi (Chairman) Dr. B. M. Patel (Co- Chairman) Amrita Raval (Computer Programmer) (Member)
14	College Ranking and Rating Committee 1. AISHE 2. NIRF, GSIRF	Dr. A. A. Baakza (Chairman) Dr. P. P. Prajapati (Co-Chairman) Dr. J. S. Rajora, Amrita Raval (Computer Programmer)
15	Infrastructure Maintenance and Development Committee	Dr. D. A. Odedara (Chairman) Dr. U. P. Tarpada (Co-Chairman) Prof. M. G. Patel, Smt. J. D. Pandya (Librarian) Shree L. R. Rathod (Registrar) Shree K. J. Kubavat (Lab Assistant)
16	Fire Safety Committee	Dr. G. R. Patel (Chairman) Dr. R. R. Patel (Co-Chairman) Dr. M. M. Patel, Shree L. R. Rathod (Registrar) Mitaben A. Parmar (Senior Clerk) All laboratory assistants
17	Staff Service Matter Committee	Dr. K.B. Patel (Chairman) Shree Dantani (Co-chairman) (Head Clerk) Shree Hiteshbhai M. Patel (Senior Clerk) Shree Jagdishbhai. N. Chaudhary (Junior Clerk)

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Academic Committees (2021-22)

Sr. No.	Name of Committee	Chairman	Co- Chairman	Members
1	F. Y. B. Sc. Admission Committee 1. Admission procedure 2. Roll call list preparation 3. Student data/statistics 4. Enrollment form fill up 5. Internal exam marks entry	Dr. M. M. Patel	Dr. K. B. Patel	Dr. S. P. Pithva Dr. Y. M. Parmar Dr. J. S. Rajora Yagnesh Chaudhary (Lab Assistant - Botany)
2	S. Y. B. Sc. Admission Committee 1. Admission procedure 2. Roll call list preparation 3. Student data/statistics 4. Internal exam marks entry	Dr. C. C. Ambasana	Dr. P. P. Prajapati	Dr. D. S. Gandhi Prof. M. S. Amrutiya Dr. M. Y Barot Heena M Aarya, (Lab Assistant)
3	T. Y. B. Sc. Admission Committee 1. Admission procedure 2. Roll call list preparation 3. Student data/statistics 4. Internal exam marks entry	Dr. K. B. Zankat	Dr. D. A. Odedara	Dr. J. T. Thumar Prov. M. V. Mulchandani Dr. B. H. Karlikar Shree V. R. Asari (Lab Assistant-Physics)
4	Time Table Committee	Prof. R. R. Patel	Prof. M. G. Patel	All HODs
5	Examination Committee 1. Internal and External Examination Conduction	Prof. B. K. Trivedi	Prof. R. R. Patel Prof. M. G. Patel Dr. G. R. Patel	Dr. R. N. Maru Dr. P. U. Sharma Dr. D. H. Mehta Dr. D. N. Adhyaru Jignasha J. Vaghela Mrs. J. D. Pandya J. N. Chaudhary (Clerk)
6	Exam Forms (Regular and Repeaters) fill up	Prof. B. K. Trivedi		
	F. Y. B. Sc. (Sem I & II)	Prof. R. R. Patel	Dr. Vivek N Dave Dr. R. S. Chudasama	Dr. D. H. Mehta, Dr. K. B. Patel
	S. Y. B. Sc. (Sem III & IV)	Prof. M.G. Patel	Dr. K. S. Nimavat Dr. A. A. Baakza	Dr. M. Y. Barot Dr. D. S. Gandhi
	T. Y. B. Sc. (Sem V & VI)	Dr. G. R. Patel	Dr. R. N. Maru Dr. P. U. Sharma	Dr. J. T. Thumar Dr. B. S. Karlikar
7	Library Committee	Dr. G. R. Patel	Dr. C. C. Ambasana	All HODs and Mrs. J. D. Pandya (Librarian)
8	Research and Innovation Cell	Dr. K. S. Nimavat	Dr. C. K. Chauhan	Dr. S. P. Pithva Dr. Y. M. Parmar Smt. J. D. Pandya (Librarian)
9	Online Education MS Teams, Cogent, Sandhan	Dr. V. N. Dave	Dr. D. N. Adhyaru	Dr. Y. M. Parmar Amrita Raval (Computer Programmer)

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Committees for Co-curricular and Extra Curricular Activity (2021-22)

Sr. No.	Name of Committee	Chairman	Co- Chairman	Members
1	Students' Representative Council/Committee (SRC)	Prof. M.G. Patel	Dr. A. A. Baakza	Prof. M. V. Mulchandani.
2	Alumni Association	Dr. D. A. Odedara	Dr. K. B. Patel	Prof. B. K. Trivedi
3	Youth Festival and Lalit Kala Committee (As a part of Saptdhara)	Dr. P. P. Prajapati	Dr. K. B. Patel	Dr. G. R. Patel Dr. J. S. Rajora Dr. R. S. Chudasama Dr. R. N. Maru
4	NAMO Tablet Distribution Committee	Dr. R. S. Chudasama	Dr. D. N. Adhyaru	Amrita Raval (Computer Programmer)
5	Gymkhana Committee	Dr. K. B. Zankat	Jignasha J. Vaghela (P. T. I.)	Dr. J. T. Thumar Yagnesh S. Chaudhary (Lab Assistant – Botany) Heena M. Arya (Lab. Assistant – Botany)
6	Boys Hostel Committee	Dr. U. P. Tarpada (Rector)	Dr. R.N. Maru (Assistant Rector)	Dr. B. K. Trivedi
7	National Service Scheme (NSS)	Dr. U. P. Tarpada (Programme Officer)	Jignasha J. Vaghela (PTI)	Dr. R. S. Chudasama Dr. P. U. Sharma Dr. D. N. Adhyaru K. J. Kubavat (Lab Assistant – Chemistry) Heena M. Arya (Lab. Assistant – Botany)
8	National Cadet Corps (NCC)	Jignasha J. Vaghela	Dr. K. B. Zankat (Coordinator – Boys) Heena M. Arya (LA) (Coordinator – Girls)	Yagnesh S. Chaudhary (Lab Assistant – Botany)
9	Eco Club	Dr. P. P. Prajapati	Dr. M. M. Patel	Dr. K. B. Patel Dr. Binny H. Karlikar Dr. S. P. Pithva Prof. M. V. Mulchandani Yagnesh S. Chaudhary Heena M. Arya
10	Swami Vivekanand Value Education Center	Prof. M. S. Amrutiya	Dr. M. M. Patel	Dr. D. N. Adhyaru Dr. M. Y. Barot Smt. J. D. Pandya (Librarian)
11	Ek Bharat Shreshth Bharat [EBSB] Club	Jignasha J. Vaghela (PTI)	Jayshree D. Pandya (Librarian)	NSS and NCC Team members

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Committees for State/Central Government Funded Schemes (2021-22)

Sr. No.	Name of Committee	Chairman	Co- Chairman	Members
1	Saptdhara	Dr. K. B. Patel	Dr. P. P. Prajapati	Dr. G. R. Patel Dr. J. S. Rajora Dr. R. S. Chudasama Dr. R. N. Maru Dr. K. B. Zankat Dr. U. P. Tarpada
2	UDISHA & Carrier Corner	Dr. J. T. Thumar	Dr. V. N. Dave	Dr. D. S. Gandhi Dr. R. S. Chudasama Dr. P. U. Sharma Dr. M. Y. Barot
3	Finishing School	Dr. J. S. Rajora	Dr. R. N. Maru	Dr. K. S. Nimavat Dr. S. P. Pithva Dr. D. H. Mehta Smt. J. D. Pandya (Librarian)
4	SSIP & Innovation Club	Dr. B. M. Patel	Dr. V. N. Dave	Dr. D. A. Odedara Dr. C. K. Chauhan Dr. J. T. Thumar Dr. Binny H. Karlikar Prof. M. S. Amrutiya
5	MYSY	Prof. M. V. Mulchandani	Dr. M. Y. Barot	
6	National Scholarship	Dr. B. M. Patel	Shree J. N. Chaudhary (Clerk)	
7	DELL and SCOPE	Dr. D. S. Gandhi	Dr. D. H. Mehta	

Stationery and Document Committees (2021-22)

Sr. No.	Name of Committee	Chairman	Co- Chairman	Members
1	Stationary Committee	Prof. B. K. Trivedi	Prof. R. R. Patel	Dr. D. H. Mehta Shree L. R. Rathod (Registrar) Shree J. N. Chaudhary (Clerk)
2	Transcript	All HODs		
3	Bus Pass	Prof. B. K. Trivedi	Dr. M. M. Patel	
4	Student Certificate 1. Migration, 2. Transfer, Eligibility 3. Bonafied 4. Others	Dr. D. A. Odedara	Shree L. R. Rathod (Registrar)	

M. M. Patel

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