



GOVERNMENT SCIENCE COLLEGE

Sector – 15, Gandhinagar-382016

Principal

Dr. Mahendra G. Bhatt

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NAAC Accredited-
B+(CGPA-2.69)

Ref. No.: GSC/ESTA/Committee/2022-23/ 1198 (Revised)

Date: 22/11/2022

Office Order:

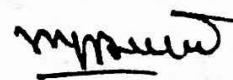
With the help of all teaching and non-teaching staff members, for the efficient administration of the college and for the effective performance of curricular, co-curricular & extra-curricular activities of the college, following committees are formed for the academic year 2022-23.

Notes:

1. In the absence of the Principal Dr. M. G. Bhatt, routine administrative charge of the college will be carried by Dr. C. C. Ambasana (Associate Prof. in Microbiology)
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 (2022-23)		
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) Dr. D. P. Patel (Head, Dept. of Chemistry) (Member) Dr. K. B. Zankat (Head, Dept. of Physics) (Member) Dr. S. K. Patel (Head, Dept. of Botany) (Member) Prof. M. G. Patel (Head, Dept. of Zoology) (Member) Dr. D. H. Mehta (Head, Dept of English) (Member) Kum. M. S. Vankar (Registrar) (Member)
2	Right to Information (RTI) Cell	Public Information Officer: Kum. M. S. Vankar (Registrar) Appellate Officer: Dr. M. G. Bhatt (Principal)
3	Anti-Ragging Committee	Dr. M. G. Bhatt (Chairman) Prof. M. G. Patel (Chairman, SRC) 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. C. V. Shah (Additional Coordinator) Dr. P. P. Prajapati, Dr. S. P. Pithva, Dr. Y. M. Parmar, Dr. K. P. Tank, Jignasha Vaghela, Mitaben Parmar (Clerk)
5	Anti-Sexual Harassment Committee (ASHC)	Dr. M. G. Bhatt (Chairman) All members of CWDC

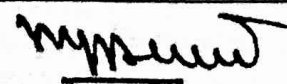
6	SC, ST, Minority Cell	Dr. M. G. Bhatt (Chairman) Dr. A. A. Baakza (Coordinator) Dr. B. H. Karlikar (Additional Coordinator), Dr. Y. M. Parmar
7	Internal Quality Assurance Cell (IQAC)	Dr. M. G. Bhatt (Chairman) Dr. C. K. Chauhan (Coordinator) Dr. C. C. Ambasana (Additional Coordinator) All HODs and other members as specified in office order.
8	Purchase Committee	Dr. C. C. Ambasana (Chairman) Smt. J. D. Pandya (Coordinator) All HODs (Members), Kum. M. S. Vankar (Registrar), J. N. Chaudhary (Clerk), Amrita Raval (Computer Programmer)
9	RUSA & UGC Committee	Dr. C. K. Chauhan (Nodal officer) Dr. S. K. Patel (Assistant Nodal officer) Members as specified in office order.
10	Grievance Redressal and Discipline Committee	Dr. K. B. Zankat (Chairman) Prof. N. B. Khachar (Co-chairman), Members: All HODs
11	Health Committee 1. First Aid Treatment 2. Medical Check up 3. Covid-19 Protection, Screening & Testing	Dr. Manish D. Visavadia (Chairman) Jignasha Vaghela (PTI) (Co-chairman) V. R. Asari (Lab Assistant – Physics) K. J. Kubavat (Lab Assistant – Chemistry) J. N. Chaudhary (Junior Clerk)
12	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)
13	College Ranking and Rating Committee (AISHE, NIRF, GSIRF)	Dr. A. A. Baakza (Chairman) Prof. M. V. Mulchandani (Co-Chairman) Dr. J. S. Rajora, Amrita Raval (Computer Programmer)
14	Infrastructure Maintenance and Development Committee	Dr. S. K. Patel (Chairman) Dr. D. P. Patel (Co-chairman), Prof. N. B. Khachar, Dr. C. K. Chauhan, Dr. K. B. Zankat Kum. M. S. Vankar (Registrar)
15	Fire Safety Committee	Dr. D. P. Patel (Chairman) Dr. M. M. Patel (Member), Kum. M. S. Vankar (Registrar) Mitaben A. Parmar (Clerk) All laboratory assistants
16	Staff Service Matter Committee	Dr. K. B. Patel (Chairman) Dr. S. K. Patel (Co-chairman) Dr. C. C. Ambasana (Member) Kum. M. S. Vankar (Registrar) H. M. Patel (Senior Clerk) J. N. Chaudhary (Junior Clerk)
17	National Education Policy (NEP) Committee	Dr. C. K. Chauhan (Chairman) Members: All HoDs, J. D. Pandya (Librarian), J. J. Vaghela (PTI), Kum. M. S. Vankar (Registrar)



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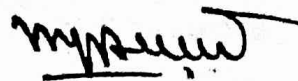
Academic Committees (2022-23)

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. S. K. Patel	Dr. M. M. Patel	Dr. S. P. Pithva Dr. P. U. Sharma Dr. H. A. Prajapati Varnil P. Pandor (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. D. S. Gandhi	Dr. B. M. Patel	Dr. P. P. Prajapati Dr. A. A. Baakza Dr. Vibha B. Vansola Heena M. Aarya, (Lab Assistant - Botany)
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	Prov. M. V. Mulchandani	Dr. K. B. Patel Dr. J. T. Thumar Dr. B. H. Karlikar Shree V. R. Asari (Lab Assistant-Physics)
4	Time Table Committee	Dr. D. P. Patel	Prof. M. G. Patel	All HODs
5	Examination Committee 1. Internal and External Examination Conduction	Prof. B. K. Trivedi	Dr. D. P. Patel Prof. M. G. Patel Dr. Nailesh A. Patel	Dr. Vibha B. Vansola Dr. Chetan B. Sangani Dr. D. H. Mehta Dr. D. N. Adhyaru Jignasha J. Vaghela Mrs. J. D. Pandya J. N. Chaudhary (Clerk)
6	Exam Forms Fill up Committee (Regular and Repeaters)	Prof. B. K. Trivedi		
	F. Y. B. Sc. (Sem I & II)	Dr. M. M. Patel	Dr. S. P. Prajapati Dr. P. D. Chuadhary	Dr. R. S. Chudasama Dr. D. H. Mehta Varnil P. Pandor (LA)
	S. Y. B. Sc. (Sem III & IV)	Prof. M. G. Patel	Dr. B. M. Patel Dr. J. S. Rajora	Dr. Vibha B. Vansola Dr. K. P. Tank K. J. Kubavat (LA)
	T. Y. B. Sc. (Sem V & VI)	Dr. K. S. Nimavat	Dr. J. T. Thumar Prof. M. S. Amrutiya	Dr. Rohit M. Patel Prof. Nisha K. Sharma V. A. Asari (LA)
7	Library Committee	Dr. C. C. Ambasana	Mrs. J. D. Pandya (Librarian)	All HODs
8	Research Cell	Dr. K. S. Nimavat	Dr. C. K. Chauhan	Dr. S. P. Pithva Smt. J. D. Pandya (Librarian)
9	Online Education & Administration Committee (MS Teams, Cogent, Sandhan)	Prof. Chandresh K. Kharadi	Dr. D. N. Adhyaru	Amrita Raval (Computer Programmer)
10	Data Management Committee	Dr. Y. M. Parmar	Prof. Chandresh K. Kharadi	Prof. M. S. Amrutiya



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Committees for Co-curricular and Extra Curricular Activity (2022-23)				
Sr. No.	Name of Committee	Chairman	Co- Chairman	Members
1	Students' Representative Council/Committee (SRC)	Prof. M. G. Patel	Dr. K. B. Patel	Dr H. A. Prajapati Dr. C. V. Shah Dr. Nailesh A. Patel
2	Alumni Association	Dr. K. B. Patel	Prof. B. K. Trivedi Prof. Chandresh K. Kharadi	College Alumni
3	NAMO Tablet Distribution Committee	Dr. R. S. Chudasama	Dr. D. N. Adhyaru	Bhumika Dodiya
4	Gymkhana Committee	Dr. K. B. Zankat	Jignasha J. Vaghela (P. T. I.)	Dr. J. T. Thumar Varnil P. Pandor (Lab Assistant – Botany) Heena M. Arya (Lab. Assistant – Botany)
5	Boys Hostel Committee	Prof. N. B. Khachar (Rector)	Prof. P. D. Chaudhary (Assistant Rector)	Students
6	National Service Scheme (NSS)	Dr. Manish D. Visavadi (Chairman) (Programme Officer)	Jignasha J. Vaghela (PTI) Dr. Chetan B. Sangani	Dr. D. N. Adhyaru K. J. Kubavat (Lab Assistant – Chemistry) Heena M. Arya (Lab. Assistant – Botany)
7	National Cadet Corps (NCC)	Jignasha J. Vaghela	Dr. Chetan B. Sangani (Coordinator – Boys) Dr. K. S. Nimavat (Coordinator – Girls)	Varnil P Pandor (Lab Assistant – Botany)
8	Eco Club	Dr. P. P. Prajapati	Dr. Binny H. Karlikar	Dr. C. V. Shah Dr. P. U. Sharma Varnil P Pandor (LA) Heena M. Arya (LA) K. J. Kubavat (LA)
9	Swami Vivekanand Value Education Center	Prof. M. S. Amrutiya	Dr. C. V. Shah	Smt. J. D. Pandya (Librarian) K. J. Kubavat (LA)
10	Ek Bharat Shreshth Bharat [EBSB] Club	Jignasha J. Vaghela (PTI)	Jayshree D. Pandya (Librarian)	NSS and NCC Team members
11	Consumer Rights Awareness Club (CRAC)	Dr. D. S. Gandhi	Bharatbhai Patel (Parakh Trust)	NSS Team members



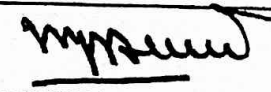
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Committees for State/Central Government Funded Schemes (2022-23)

Central Government Funded Schemes (2022-23)				
Sr. No.	Name of Committee	Chairman	Co- Chairman	Members
1	Saptdhara, Youth Festival and Lalit Kala	Dr. Y. M. Parmar	Dr. P. P. Prajapati	Dr. Kasmira P. Tank Dr. J. S. Rajora Dr. R. S. Chudasama Dr. Rohit M. Patel Dr. K. B. Zankat Dr. Manish D. Visavadia
2	UDISHA & Carrier Corner	Dr. J. T. Thumar	Dr. Rohit M. Patel	Dr. R. S. Chudasama Dr. P. U. Sharma Prof. Nisha K. Sharma
	Placement Cell	Dr. Rohit M. Patel	Dr. S. P. Prajapati	
	Note: The chairman of UDISHA has to submit final utilization certificate for the grant released by GoG			
3	Finishing School	Dr. S. P. Pithva	Dr. H. A. Prajapati	Dr. K. P. Tank Prof. M. S. Amrutiya Dr. D. H. Mehta Smt. J. D. Pandya (Librarian)
4	SSIP	Dr. P. D. Chaudhary	Dr. P. U. Sharma	Dr. A. A. Baakza Dr. H. A. Prajapati Prof. Nisha K. Sharma Prof. Chandresh K. Kharadi
	Innovation Club	Dr. P. U. Sharma	Dr. P. D. Chaudhary	
	Note: The chairman of SSIP has to submit final utilization certificate for the grant released by GoG			
5	MYSY	Prof. M. V. Mulchandani	Dr. Vibha B. Vansola	J. N. Chaudhary (Clerk) Bhumika Dodiya (Clerk)
6	National Scholarship	Dr. B. M. Patel	Prof. M. V. Mulchandani	
7	DELL and SCOPE	Dr. D. S. Gandhi	Dr. D. H. Mehta	
8	Government Examination (GPSC/ Panchayat Seva /PSI etc.)	Dr. K. B. Patel	Dr. S. P. Prajapati	Dr. D. S. Gandhi

Stationary and Document Committees (2022-23)

No.	Name of Committee	Chairman	Co- Chairman	Members
1	Stationary and Miscellaneous Items Purchase	Prof. B. K. Trivedi	Dr. S. P. Prajapati	Smt. J. D. Pandya Kum. M. S. Vankar (Registrar) J. N. Chaudhary (Clerk)
2	Transcript	All HODs		
3	Bus Pass	Prof. B. K. Trivedi	Dr. M. M. Patel	
4	Student Certificate (Migration, Transfer, Eligibility, Bonafied Etc.)	Dr. C. C. Ambasana Dr. S. K. Patel	All HoDs.	Kum. M. S. Vankar (Registrar)


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