



Institutional Committees: Composition and Functions (AY:2026-27)



**Birla Vishvakarma
Mahavidyalaya**



Index Institutional Committees – AY: 2026-27

Sr.	Committee Name	Page
1	<u>Infrastructure Planning and Support Committee</u>	1
2	<u>Green Campus and Clean Campus Committee</u>	3
3	<u>Academic Executive Committee (AEC)</u>	4
4	<u>Central Registration Committee (CRC)</u>	6
5	<u>Time Table Committee (TTC)</u>	8
6	<u>MOOCs Implementation Committee</u>	10
7	<u>PG Coordinators Committee</u>	12
8	<u>Examination Coordination Committee</u>	14
9	<u>Internal Quality Assurance Cell (IQAC)</u>	16
10	<u>NAAC Criteria-Wise Team</u>	18
11	<u>SPOC – NAAC (Departmental Representatives)</u>	20
12	<u>Ranking / Survey Committee (NIRF / GSIRF / AISHE)</u>	21
13	<u>Project Coordination & Industry-Institute Interaction Committee</u>	23
14	<u>Training & Placement and Higher Studies Committee</u>	25
15	<u>Entrepreneurship Cell (EC) – SSIP & GTU Ventures</u>	27
16	<u>Research & Development (R&D) and IPR Committee</u>	29
17	<u>Research Ethics Committee</u>	31
18	<u>Career Advancement Scheme (CAS) Committee</u>	32
19	<u>Code of Conduct Committee</u>	34
20	<u>Anti-Ragging Committee</u>	36
21	<u>Grievance Redressal Committee</u>	38
22	<u>NCC, NSS & Yoga Committee</u>	40
23	<u>Hostel Committee</u>	42



Sr.	Committee Name	Page
24	Socio-Economically Disadvantaged Groups (SEDGs) Cell	44
25	Collegiate Women's Development Committee (WDC)	46
26	Internal Complaints Committee	48
27	SC/ST Cell Committee	49
28	Library Committee	50
29	IT-Cell Committee	52
30	Central Committee	56
31	Admission Committee	59
32	AICTE Portal Committee	61
33	Other State & International Student Affairs Committee	62
34	Institute Scholarship Committee	64
35	International Collaboration Cell	66
36	Finance Committee	68





No. F/25/2277

Date: 22-07-2026

Institutional Committees : Composition and Functions (AY:2026-27)

The following committees are constituted for the Academic Year 2026-27 to strengthen academic operations and promote holistic development through coordinated academic, co-curricular, and extra-curricular activities.

1. Infrastructure Planning and Support Committee:

The Infrastructure Planning and Support Committee is constituted under the portfolio of the Dean (Infrastructure) to ensure systematic planning, execution, and monitoring of all infrastructure-related development, renovation, and maintenance works at the institute. The committee shall function as a coordinating and recommending body to streamline proposals, budget allocations, and implementation activities in alignment with institutional requirements and strategic goals. The Committee shall meet at least twice a year or as often as required to fulfil its responsibilities effectively.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Principal	Prof. (Dr.) Vinay Patel	Principal
2	Dean, Infrastructure Planning and Support Committee	Prof. (Dr.) Jayesh Pitroda	Civil Engineering Department
3	Associate Dean, Infrastructure Planning and Support Committee	Prof. (Dr.) Jayantilal Hadiya	Mechanical Engineering Department
4	Head, Mechanical Engg. Department	Prof. (Dr.) Vinay Patel	Mechanical Engineering Department
5	Head, Computer Engg. Department	Prof. (Dr.) Darshak Thakore	Computer Engineering Department
6	Head, Civil Engg. Department	Prof. (Dr.) Reshma L. Patel	Civil Engineering Department
7	Head, Electronics Engg. Department	Prof. (Dr.) Tanmay Pawar	Electronics Engineering Department
8	Head, Mathematics Department	Prof. (Dr.) Mukesh Shimpi	Mathematics Department
9	Head, Production Engg. Department	Prof. Kamlesh Bhatt	Production Engineering Department
10	Head, Electrical Engg. Department	Prof. (Dr.) Rashesh Mehta	Electrical Engineering Department
11	Head, Structural Engg. Department	Prof. (Dr.) Darshana Bhatt	Structural Engineering Department



12	Head, EC Engg. Department	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
13	Head, Information Technology Department	Prof. (Dr.) Keyur Brahmabhatt	Information Technology Department
14	Advisor	Prof. (Dr.) Vimlesh V. Agrawal	Structural Engineering Department
15	Member	Prof. (Dr.) Alpesh Damor	Mechanical Engineering Department
16	Member	Er. Jayesh Prajapati	Estate Engineer, CVM University
17	Member	Prof. (Dr.) Dharmesh G. Patel	Information Technology Department
18	Member	Prof. (Dr.) Yogesh Prajapati	Electrical Engineering Department
19	Member	Prof. (Dr.) Nilesh Prajapati	Information Technology Department
20	Member	Prof. Kaushal Patel	Electronics and Communication Engineering Department
21	Member	Prof. (Dr.) Vishal Pandya	Mechanical Engineering Department
22	Member	Prof. (Dr.) Jagruti P. Shah	Structural Engineering Department
23	Member	Prof. Dhaval Parmar	Civil Engineering Department
24	Member	Prof. Bakul K. Makwana	Electrical Engineering Department
25	OSD	Mr. Girishbhai Patel	Administrative Office

Functions:

1. The Committee shall convene regularly to discuss, plan, and oversee the development of new infrastructure, as well as the renovation and modification of existing facilities.
2. Proposals related to infrastructure shall be studied in detail, and all necessary planning shall be carried out in consultation with the Principal and the Hon. Joint Secretary, Estate Section, CVM. Finalized proposals shall be submitted to the Principal for further necessary action.
3. The Committee will be responsible for the advance planning and budget preparation related to the DTE maintenance grant. It will also monitor the timely and effective execution of related works.
4. In addition, the Committee will handle the planning and development of central facilities of the institution.
5. The Committee shall ensure that all maintenance and infrastructure-related requests received via job requisition forms from various departments and central facilities—such as Networking, Elevator, Generator, Refrigeration & Air Conditioning, Plumbing & Sanitation, Carpentry, etc.—are addressed promptly and executed to the satisfaction of the respective Heads of Department.



2. Green Campus and Clean Campus Committee:

The Green Campus and Clean Campus Committee is constituted under the portfolio of the Dean (Infrastructure) to ensure that the institution's campus remains clean, well-maintained, and environmentally sustainable. The committee shall promote a culture of cleanliness, greenery, and aesthetic upkeep across the campus, ensuring a pleasant and eco-friendly atmosphere for all stakeholders. The Committee shall meet at least twice a year, or more frequently, if necessary, to review progress and plan further actions.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Dean, Infrastructure, Planning and Support & Ex-Officio Member	Prof. (Dr.) Jayesh Pitroda	Civil Engineering Department
2	Associate Dean, Infrastructure, Planning and Support & Member	Prof. (Dr.) Jayantilal Hadiya	Mechanical Engineering Department
3	Convener	Prof. Ajay Daiya	Electronics Engineering Department
4	Co-Convener	Prof. Mayur Sevak	Electronics and Communication Engineering Department
5	Co-Convener	Prof. Jatin Makwana	Production Engineering Department
6	Member	Mr. Alpesh Patel	Administrative Office
7	Member	Mr. Shirishbhai Patel	Administrative Office
8	Member	Mr. Kartikey Patel	Administrative Office
9	Nominated by Principal		General Secretary, BVM
10			Ladies Representative, BVM

Functions:

1. The Convener shall ensure that the campus remains clean, well-maintained, and aesthetically pleasing.
2. The Convener will guide and supervise gardeners and other support staff to maintain a green and pleasant campus environment.
3. All matters related to the general upkeep and cleanliness of the campus shall be overseen by this committee.
4. Feedback and complaints related to campus cleanliness and maintenance will be addressed promptly and effectively.
5. The Committee shall periodically review cleanliness initiatives, assess the effectiveness of ongoing maintenance activities, and plan for further improvements to achieve the goal of a green and clean campus.



3. Academic Executive Committee:

The Academic Executive Committee (AEC) is constituted under the portfolio of the Dean (Academics) to serve as the principal coordinating body among the Boards of Studies. The Committee ensures academic consistency, coherence, and continuous improvement across all programmes, aligning them with institutional goals and national regulatory frameworks. The Committee shall meet at least twice a semester, or as often as required, to review academic developments and recommend necessary actions to the Academic Council.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Chairman – AEC & Chairman – BoS	Prof. (Dr.) Vinay Patel	Principal
2	Dean, Academics & Vice Chairman – AEC	Prof. (Dr.) Mayur Vegad	Computer Engineering Department
3	Associate Dean, Academics & Member Secretary AEC	Prof. (Dr.) Mehfuza Holia	Electronics Engineering Department
4	Head, Computer & Chairman, BoS	Prof. (Dr.) Darshak Thakore	Computer Engineering Department
5	Head, Electrical & Chairman, BoS	Prof. (Dr.) Rashesh Mehta	Electrical Engineering Department
6	Head, Electronics & Chairman, BoS	Prof. (Dr.) Tanmay Pawar	Electronics Engineering Department
7	Head, Mechanical & Chairman, BoS	Prof. (Dr.) Vinay Patel	Mechanical Engineering Department
8	Head, IT & Chairman, BoS	Prof. (Dr.) Keyur Brahmabhatt	Information Technology Department
9	Head, Structural & Chairman, BoS	Prof. (Dr.) Darshana Bhatt	Structural Engineering Department
10	Head, Civil & Chairman, BoS	Prof. (Dr.) Reshma L. Patel	Civil Engineering Department
11	Head, Mathematics & Chairman, BoS	Prof. (Dr.) Mukesh Shimpi	Mathematics Department
12	Head, EC & Chairman, BoS	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
13	Head, Production & Chairman, BoS	Prof. Kamlesh Bhatt	Production Engineering Department
14	Controller of Examinations	Prof. (Dr.) Snehal Mevada	Structural Engineering Department
15	Joint Controller of Examinations	Prof. (Dr.) Sandip Unadkat	Electronics and Communication Engineering Department
16	Professor In-charge Academics Section (PIAS)	Prof. (Dr.) Hardik Berawala	Production Engineering Department



17	Joint Professor In-charge Academics Section (PIAS)	Prof. (Dr.) Vishal Arekar	Structural Engineering Department
18	Joint Professor In-charge Academics Section (PIAS)	Prof. (Dr.) Udesang Jaliya	Computer Engineering Department

Functions:

1. The Committee shall formulate, review and periodically revise the curriculum and academic regulations of all programmes in alignment with the approved Programme Educational Objectives (PEOs), Programme Outcomes (POs), and applicable regulatory or accreditation requirements, and recommend the same to the Academic Council for consideration and approval.
2. The Committee shall examine and refine syllabi, course structures, and academic proposals submitted by the respective Boards of Studies before forwarding them to the Academic Council.
3. The Committee shall coordinate among various Boards of Studies to ensure uniformity and coherence in guidelines, structure of foundational and common courses, and the offering and implementation of open electives.
4. The Committee shall act as a key interface between the Academic Council and the Boards of Studies to facilitate effective communication, feedback exchange, and smooth academic implementation across all departments.
5. The Committee shall recommend to the Academic Council suitable modifications, amendments, and reforms in academic policies, including those related to teaching, learning, assessment, examination, and quality enhancement practices.
6. The Committee shall prepare and propose the Institute's Academic Calendar(s), including necessary revisions, for approval by the Academic Council.
7. The Committee shall deliberate on any other academic matters referred by the Academic Council, Dean (Academics), or Principal and provide recommendations as deemed appropriate.



4. Central Registration Committee:

The Central Registration Committee (CRC) is constituted under the portfolio of the Dean (Academics) to oversee and coordinate all processes related to student registration, academic record maintenance, and compliance with institutional academic regulations. The Committee ensures transparency, accuracy, and efficiency in academic administration, thereby supporting effective academic monitoring and student progression. The Committee shall meet at least twice a semester, or as often as required, to review registration processes and ensure smooth academic record management.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Professor In-charge Academics Section (PIAS) & Convener	Prof. (Dr.) Hardik S Berawala	Production Engineering Department
2	Joint PIAS & Co-Convener	Prof. (Dr.) Vishal Arekar	Structural Engineering Department
3	Dean Academics & Ex-Officio Member	Prof. (Dr.) Mayur Vegad	Computer Engineering Department
4	Associate Dean Academics & Member	Prof. (Dr.) Mehfuza Holia	Electronics Engineering Department
5	NPTEL (MOOCs) Coordinator & Member	Prof. Dharita Patel	Electrical Engineering Department
6	Member	Prof. Dhaval Parmar	Civil Engineering Department
7	Member	Prof. (Dr.) Vishal Arekar	Structural Engineering Department
8	Member	Prof. (Dr.) Hemant Vasava	Computer Engineering Department
9		Prof. Reshma I Lakhani	Computer Engineering Department
10	Member	Prof. Dipan Parikh	Electrical Engineering Department
11	Member	Prof. Parul Panchal	Electronics Engineering Department
12	Member	Prof. Prakash Tadv	Mechanical Engineering Department
13	Member	Prof. Rakesh Barot	Production Engineering Department
14	Member	Prof. Dharmesh B Patel	Information Technology Department
15	Member	Prof. (Dr.) Sandip Unadkat	Electronics and Communication Engineering Department
16	Member	Prof. (Dr.) Aakar Roghelia	Mathematics Department
17	Overall PG Coordinator & Member	Prof. (Dr.) Jayesh Pitroda	Civil Engineering Department
18	ERP Admin	Mrs. Roshani Shah	Assistant Programmer (ERP)



Functions:

1. The Committee shall oversee and coordinate the entire student registration process for all academic programmes—including course enrolment, open electives, programme electives, and project course registrations (Major, Minor, or Mini)—in consultation with the Professor-in-Charge, Academic Section (PIAS).
2. The Committee shall maintain and regularly update records of student academic progress, including backlog and repeated courses, to assist Faculty Counsellors in monitoring performance and providing timely academic guidance.
3. The Committee shall prepare and distribute semester-wise academic reports, result updates, and cumulative performance sheets to the respective Faculty Counsellors and departments.
4. The Committee shall plan and organize induction/orientation programmes for newly admitted students in accordance with institutional and AICTE requirements, in coordination with the Dean (Academics).
5. The Committee shall ensure systematic documentation and digital maintenance of student attendance records throughout the semester in compliance with institutional academic regulations and examination eligibility norms.
6. The Committee shall facilitate smooth academic operations by providing timely and accurate registration-related data and reports to academic and administrative bodies, as required.
7. The Committee shall undertake any additional registration-related or academic record-keeping tasks as assigned by the Dean (Academics) or the Academic Executive Committee.



5. Time Table Committee:

The Time Table Committee (TTC) is constituted under the portfolio of the Dean (Academics) to plan, prepare, and maintain institute-wide academic and examination schedules in an efficient and coordinated manner. The Committee ensures effective utilization of faculty, classrooms, and laboratories to achieve academic uniformity and resource optimization across all departments. The Committee shall meet at least twice a semester, or as often as required, to plan, review, and update academic timetables.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Coordinator (Joint PIAS)	Prof. (Dr.) Udesang Jaliya	Computer Engineering Department
2	Co-coordinator & Department Members	Prof. (Dr.) H G Katariya	Mechanical Engineering Department
		Prof. Kirti Sharma	Computer Engineering Department
3	Dean Academics & Ex-Officio Member	Prof. (Dr.) Mayur Vegad	Computer Engineering Department
4	Associate Dean Academics & Member	Prof. (Dr.) Mehfuza Holia	Electronics Engineering Department
5	Member	Prof. Parimal Solanki	Computer Engineering Department
6	Member	Prof. Neha Patel	Civil Engineering Department
		Prof. Nekzad Umrigar	Civil Engineering Department
7	Member	Prof. Dipan Parikh	Electrical Engineering Department
		Prof. (Dr.) Jaydeepsinh Baria	Electrical Engineering Department
8	Member	Prof. (Dr.) Milendra Solanki	Electronics Engineering Department
		Prof. Chetan Jayaswal	Electronics Engineering Department
9	Member	Prof. Ronak Patel	Mechanical Engineering Department
10	Member	Prof. Rakesh Barot	Production Engineering Department
		Prof. Jigisha Thakkar	Production Engineering Department
11	Member	Prof. (Dr.) Darshan Dalwadi	Electronics and Communication Engineering Department
		Prof. (Dr.) Anish Vahora	Electronics and Communication Engineering Department
12	Member	Prof. Karan Padhiyar	Information Technology Department
		Prof. Jalpa Ardeshana	Information Technology Department



13	Member	Prof. (Dr) Aakar Roghelia	Mathematics Department
		Prof. Shailesh Bhagat	Mathematics Department
14	Member	Prof. (Dr.) Vishal Arekar	Structural Engineering Department
		Prof. Riddhi Vashi	Structural Engineering Department

Functions:

1. The Committee shall collect semester-wise teaching workload and laboratory schedules from all Heads of Departments in advance and prepare consolidated institute-level timetables in consultation with the Professor-in-Charge, Academic Section (PIAS).
2. The Committee shall develop detailed timetables for individual faculty members, classrooms, and laboratories, ensuring optimal utilization of teaching and infrastructure resources.
3. The Committee shall allocate appropriate common time slots for departmental meetings, co-curricular activities, and HoD interactions, ensuring that academic delivery remains unaffected.
4. The Committee shall ensure fair and balanced distribution of teaching slots, considering pedagogical needs, student convenience, and availability of laboratory and classroom facilities.
5. The Committee shall update and publish revised timetables promptly in response to contingencies, faculty availability changes, or implementation of academic reforms.
6. The Committee shall undertake any other timetable- or scheduling-related responsibilities as assigned by the Dean (Academics) or the Academic Executive Committee.



6. MOOCS Implementation Committee:

The MOOCs Implementation Committee is constituted under the portfolio of the Dean (Academics) to promote, coordinate, and monitor the effective adoption of national and international MOOC-based learning initiatives across all programmes. The Committee ensures systematic implementation of credit transfer policies, integration of MOOCs into curricula, and alignment with institutional and regulatory frameworks. The Committee shall meet at least twice a year, or as often as required, to review progress, address challenges, and recommend measures for continuous improvement in MOOC-based learning implementation.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	MOOCS Coordinator and SPOC, SWAYAM / NPTEL and Electrical Department Representative	Prof. Dharita Patel	Electrical Engineering Department
2	Member	Prof. Mosin Hasan	Computer Engineering Department
		Prof. Divyang J Chauhan	Computer Engineering Department
3	Member	Prof. (Dr.) Hasmukh Chauhan	Civil Engineering Department
4	Member	Prof. (Dr.) Deepa A. Sinha	Structural Engineering Department
5	Member	Prof. Mohan Khambalkar	Electronics Engineering Department
6	Member	Prof. (Dr.) Mayur Sevak	Electronics and Communication Engineering Department
7	Member	Prof. Jalpa Ardesana	Information Technology Department
8	Member	Prof. Kankesh Dave	Mechanical Engineering Department
9	Member	Prof. Rakesh Barot	Production Engineering Department

Functions:

1. The Committee shall ensure effective implementation of the Institute's NPTEL/SWAYAM credit transfer policy (adopted since Academic Year 2018-19) and monitor adherence to AICTE and UGC regulatory norms related to MOOCs.
2. The Committee shall promote and facilitate the effective academic use of SWAYAMPBHA set-top boxes and other MOOC-enabled resources provided under TEQIP-III for instructional and self-learning support across all departments.
3. The Committee shall create awareness among students and faculty regarding national and global MOOC platforms—including SWAYAM-NPTEL, Coursera, edX, Udemy, and similar—and provide necessary orientation and guidance for their academic use.



4. The Committee shall recommend inclusion of appropriate MOOC courses within departmental curricula during syllabus design and revision, ensuring structured alignment with Programme Educational Objectives (PEOs) and Programme Outcomes (POs).
5. The Committee shall identify and support academic initiatives involving MOOCs, including their role in fulfilling Minor Degree requirements and credit-earning opportunities for students.
6. The Committee shall facilitate integration of MOOCs into teaching-learning processes through blended or hybrid learning models and organize capacity-building or training sessions for faculty as required.
7. The Committee shall periodically review the academic outcomes of MOOC-based learning and recommend measures to enhance student engagement, completion rates, and learning effectiveness.
8. The Committee shall undertake any additional tasks related to MOOC policy, coordination, or monitoring as assigned by the Dean (Academics) or the Academic Executive Committee.



7. PG Coordinators Committee:

The PG Coordinators Committee is constituted under the portfolio of the Dean (Academics) to ensure effective planning, coordination, and continuous improvement of all postgraduate (M. Tech.) programmes offered by the Institute. The Committee plays a vital role in maintaining academic excellence, aligning curricula with institutional goals, and fostering research-oriented and industry-relevant postgraduate education. The Committee shall meet at least twice a year, or as often as required, to review academic progress, address challenges, and plan further enhancement of PG programmes.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Overall PG Coordinator	Prof. (Dr.) Jayesh Pitroda	Civil Engineering Department
2	M. Tech. Environmental Engineering	Prof. (Dr.) Reshma Patel	Civil Engineering Department
3	M. Tech. Civil (Construction Engineering and Management)	Prof. (Dr.) Jayesh Pitroda	Civil Engineering Department
4	M. Tech. Civil (Structural Engineering)	Prof. (Dr.) Vishal Patel	Structural Engineering Department
5	M. Tech. Civil (Transportation Engineering)	Prof. (Dr.) Pinakin Patel	Civil Engineering Department
6	M. Tech. Computer Engineering (Software Engineering)	Prof. (Dr.) Zankhana Shah	Computer Engineering Department
7	M. Tech. Electrical Engineering	Prof. (Dr.) Akshay Pandya	Electrical Engineering Department
8	M. Tech. Machine Design	Prof. (Dr.) Vishal Pandya	Mechanical Engineering Department
9	M. Tech. Infrastructure Engineering and Technology	Prof. (Dr.) Jagruti Shah	Structural Engineering Department
10	M. Tech. Automation and Robotics	Prof. Priyank Machhi	Mechanical Engineering Department

Functions:

1. The Committee shall monitor and coordinate academic planning, curriculum implementation, and regulatory compliance across all M. Tech. programmes of the Institute.
2. The Committee shall facilitate smooth registration, academic progression, and evaluation of PG students, including monitoring of dissertation/project work and ensuring timely submission and assessment.
3. The Committee shall ensure that PG curricula and assessments remain aligned with Programme Educational Objectives (PEOs), Programme Outcomes (POs), and evolving industry and research requirements.



4. The Committee shall collaborate with respective Boards of Studies for syllabus development, periodic revision, and introduction of research-driven and industry-oriented courses.
5. The Committee shall provide academic and administrative guidance to PG students regarding research activities, internships, publications, and professional development initiatives.
6. The Committee shall maintain and present periodic reports on PG programme performance metrics such as student intake, academic progression, pass rates, research output, and placement statistics for review by relevant academic bodies.
7. The Committee shall assist in accreditation, quality assurance, and compliance documentation for PG programmes in accordance with the requirements of NBA, NAAC, and AICTE.
8. The Committee shall undertake any additional PG-related tasks as assigned by the Dean (Academics) or the Academic Executive Committee.



8. Examination Coordination Committee:

The Examination Coordination Committee is constituted under the supervision of Controller of Examinations (CoE) to ensure the smooth and systematic conduct of all examination-related activities at the Institute. The Committee is responsible for planning, coordination, and implementation of examination processes in alignment with academic regulations and institutional policies. The Committee shall meet at least twice a semester, or as often as required for the examination related activities like examination schedules, administrative arrangements and other requirements related to examination.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Controller of Examinations & Convener	Prof. (Dr.) Snehal Mevada	Structural Engineering Department
2	Joint Controller of Examinations & Co-Convener	Prof. (Dr.) Sandip Unadkat	Electronics and Communication Engineering Department
3	Member	Prof. Neha Patel	Civil Engineering Department
4	Member	Prof. Riddhi R. Vashi	Structural Engineering Department
5	Member	Prof. (Dr.) Zankhana H. Shah	Computer Engineering Department
6	Member	Prof. Dipan Parikh	Electrical Engineering Department
7	Member	Prof. (Dr.) Mehfuza Holia	Electronics Engineering Department
8	Member	Prof. (Dr.) Anish Vahora	Electronics and Communication Engineering Department
9	Member	Prof. Upendra Chaudhari	Mechanical Engineering Department
10	Member	Prof. Jatin Makwana	Production Engineering Department
11	Member	Prof. Dharmesh B Patel	Information Technology Department
12	Member	Prof. (Dr.) Aakar Roghelia	Mathematics Department

Functions:

1. The Committee shall prepare examination schedules in consultation with the Controller of Examinations.
2. The Committee shall coordinate for the appointment of examiners in consultation with the respective Chairpersons of the Boards of Studies.
3. The Committee shall compile mark sheets and examination results and submit them to the Examination Section as and when required.



4. The Committee shall address queries related to results and marks entry in the ERP system, in consultation with the Controller of Examinations and the ERP Administrator.
5. The Committee shall coordinate with the departmental faculty members and students for the collection of necessary information and data related to examination system.



9. Internal Quality Assurance Cell:

The Internal Quality Assurance Cell (IQAC) is constituted under the portfolio of the Dean (Quality Assurance) to develop, coordinate, and implement a systematic approach for continuous improvement in academics, governance, and overall institutional performance. The Committee plays a pivotal role in promoting a culture of quality through periodic assessment, stakeholder feedback, and continuous enhancement of teaching, learning, research, and support services. The Committee shall meet twice per semester, or as often as required, to review quality initiatives, assess progress, and plan further improvements.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section/Organisation
1	Chairperson: Head of the Institution	Prof. (Dr.) Vinay Patel	Principal
2	Convener & Dean, Quality Assurance	Prof. (Dr.) Darshak Thakore	Computer Engineering Department
3	Co-Convener & Associate Dean, Quality Assurance	Prof. (Dr.) Narendra Patel	Computer Engineering Department
4	Teachers to represent all level (Three to eight)	1. Prof. (Dr.) Vina Chauhan	Mechanical Engineering Department
		2. Prof. (Dr.) Nilesh Prajapati	Information Technology Department
		3. Prof. (Dr.) Mehfuza Holia	Electronics Engineering Department
		4. Prof. Ajay Patel	Electrical Engineering Department
		5. Prof. (Dr.) Hardik Berawala	Production Engineering Department
5	One member from the Management	Shri. Vishal Patel	Hon. Jt. Secretary, Charutar Vidya Mandal
6	Few Senior administrative officers	1. Prof. (Dr.) D. M. Patel	Member of Finance Committee; Electronics Engineering Department
		2. Prof. (Dr.) R B Gandhi	Dean, R&D and IPR; Mathematics Department
		3. Prof. (Dr.) Mayur Vegad	Dean, Academics; Computer Engineering Department
		4. Prof. (Dr.) Snehal Mevada	Controller of Examinations; Structural Engineering Department
		5. Mr. Girishbhai Patel	OSD; Administrative Office
7	One nominee each from local society, Students and Alumni	1. Mr. A. N. Desai	Retried Faculty of BVM
		2.	General Secretary, BVM
		3.	Ladies Representative, BVM
		4. Mr. Nitin Patel	BVM Alumni Association



8	One nominee each from Employers/Industrialists/Stakeholders	Mr. J. K. Upadhyay	Deputy General Manager, Elecon Engineering
		Mr. Paresh Masani	Hellius Wellness
		Prof. (Dr.) Deepak Vala	Electronics Engineering Department
9	One of the senior teachers as the coordinator/Director of the IQAC	Prof. (Dr.) Zankhana Shah	Computer Engineering Department
		Prof. (Dr.) Vimlesh Agrawal	Structural Engineering Department

Functions:

1. The IQAC will ensure developing a system to improve academics and governance of the institution.
2. It plays a crucial role in promoting a culture of quality through continuous assessment, feedback, and enhancement in all institutional activities.
3. The committee ensures the effective implementation of quality benchmarks and best practices in teaching, learning, research, and support services.
4. The IQAC analyzes feedback from stakeholders to identify areas for improvement and recommends necessary actions.
5. The IQAC will also coordinate for preparation of reports such as the Annual Quality Assurance Report (AQAR) to accreditation bodies like NAAC, ensuring compliance with quality standards.
6. Additionally, it encourages innovation, organizes workshops and awareness programs on quality assurance, and monitors the overall progress toward institutional excellence.

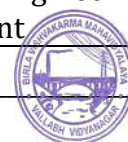


10. NAAC Team:

The NAAC Criteria-Wise Team is constituted under the portfolio of the Dean (Quality Assurance) to facilitate systematic data collection, verification, and compilation required for NAAC accreditation. The team plays a key role in coordinating with departmental representatives to ensure completeness, accuracy, and consistency of information submitted under each criterion. The Committee shall meet as and when required to review data collection progress, resolve documentation issues, and ensure timely submission of information to the Internal Quality Assurance Cell (IQAC).

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Convener & Dean, Quality Assurance	Prof. (Dr.) Darshak Thakore	Computer Engineering Department
2	Co-Convener & Associate Dean, Quality Assurance	Prof. (Dr.) Narendra Patel	Computer Engineering Department
3	NAAC Coordinators	1. Prof. (Dr.) Zankhana Shah,	Computer Engineering Department
4		2. Prof. (Dr.) Vimlesh Agrawal	Structural Engineering Department
5	Criteria – I Curricular Aspects	Prof. (Dr.) Hitesh Bhargav	Mechanical Engineering Department
		Prof. Vipul Chaudhari	Mechanical Engineering Department
6	Criteria – II, Teaching-Learning & Evaluation	Prof. (Dr.) Snehal Mevada	Structural Engineering Department
		Prof. (Dr.) Hardik Berawala	Production Engineering Department
7	Criteria – III, Research, Innovations & Extension	Prof. (Dr.) Dharmesh Modi	Civil Engineering Department
		Prof. (Dr.) Darshan Dalwadi	Electronics and Communication Engineering Department
8	Criteria – IV, Infrastructure & Learning Resources	Prof. (Dr.) Nilesh Prajapati	Information Technology Department
		Prof. (Dr.) Jayesh Pitroda	Civil Engineering Department
		Prof. (Dr.) Jagdish Rathod	Electronics Engineering Department
9	Criteria – V, Student Support & Progression	Prof. (Dr.) Aakar Roghelia	Mathematics Department
		Prof. Bhavesh Tanawala	Computer Engineering Department
10	Criteria – VI, Governance, Leadership & Management	Prof. (Dr.) Manisha Bhatt	Mathematics Department
		Prof. (Dr.) Ronak Vashi	Electronics and Communication Engineering Department
11	Criteria – VII, Institution Values & Best Practices	Prof. (Dr.) Jagruti Shah	Structural Engineering Department
		Prof. Swapnil Arya	Electrical Engineering Department



Functions:

1. The Committee shall collect and compile information from departmental representatives for their respective NAAC criteria.
2. The Committee shall ensure that all relevant data, reports, and supporting documents are accurately gathered, verified, and organized as per specified formats.
3. The Committee shall submit the compiled report to the Chairperson of the IQAC for approval and further processing leading to timely submission for NAAC assessment and accreditation.



11. SPOC - NAAC:

The SPOC – NAAC representatives are constituted under the portfolio of the Dean (Quality Assurance) to serve as single points of contact for NAAC-related activities within their respective departments. Each departmental representative ensures smooth coordination between the department and the NAAC Committee, supporting the systematic collection, verification, and submission of accreditation data. The representatives shall coordinate as and when required to facilitate timely communication and compliance with institutional and NAAC documentation requirements.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Member	Prof. (Dr.) Hasmukh Chauhan	Civil Engineering Department
2	Member	Prof. (Dr.) Pratiti Bhatt	Structural Engineering Department
3	Member	Prof. Prakash Tadv	Mechanical Engineering Department
4	Member	Prof. Purvi Chauhan	Production Engineering Department
5	Member	Prof. Manish Sinha	Electrical Engineering Department
6	Member	Prof. Parul Panchal	Electronics Engineering Department
7	Member	Prof. (Dr.) Mahasweta Joshi	Computer Engineering Department
8	Member	Prof. (Dr.) Ronak Vashi	Electronics and Communication Engineering Department
9	Member	Prof. (Dr.) Aakar Roghelia	Mathematics Department
10	Member	Prof. Prachi Shah	Information Technology Department

Functions:

1. Each departmental representative shall act as the single point of contact (SPOC) for NAAC activities, assisting the respective Head of Department in collecting and compiling criteria-wise data.
2. The representatives shall ensure timely submission of accurate information through their respective Heads of Department.
3. The representatives shall support coordination between their department and the NAAC Committee to ensure effective communication and organized documentation.



12. Ranking / Survey (NIRF/GSIRF/AISHE):

The Institute Ranking and Survey Committee is constituted under the portfolio of the Dean (Quality Assurance) to coordinate data collection, compilation, and analysis for participation in national and state-level ranking frameworks and institutional surveys such as NIRF, GSIRF, and AISHE. The Committee ensures accurate reporting, alignment with evaluation parameters, and the timely submission of verified data to the Internal Quality Assurance Cell (IQAC). The Committee shall meet as and when required to review data compilation progress, analyze ranking outcomes, and plan improvement measures based on performance indicators.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Convener & Dean, Quality Assurance	Prof. (Dr.) Darshak Thakore	Computer Engineering Department
2	Co-Convener & Associate Dean, Quality Assurance	Prof. (Dr.) Narendra Patel	Computer Engineering Department
3	NAAC Coordinators	Prof. (Dr.) Zankhana Shah	Computer Engineering Department
4		Prof. (Dr.) Vimlesh Agrawal	Structural Engineering Department
5	NIRF/GSIRF Nodal Officer	Prof. Ghansyam Rathod	Electronics and Communication Engineering Department
6	NIRF/GSIRF Co-Nodal Officers	Prof. Nekzad Umrigar	Civil Engineering Department
7		Prof. Dhara Trivedi	Mechanical Engineering Department
8	AISHE Nodal Officer	Prof. (Dr.) Arjan Bambhaniya	Electronics and Communication Engineering Department
9	Member	Prof. Purvi Chauhan	Production Engineering Department
10	Member	Prof. (Dr.) Yogesh Prajapati	Electrical Engineering Department
11	Member	Prof. Parul Panchal	Electronics Engineering Department
12	Member	Prof. Bhavesh Tanawala	Computer Engineering Department
13	Member	Prof. Umang K. Shah	Structural Engineering Department
14	Member	Prof. Dhruvin Kotak	Information Technology Department

Functions:

1. The Committee shall collect and compile data related to the overall performance of the Institute for participation in various national and state-level ranking frameworks and



surveys such as NIRF, GSIRF, and AISHE and submit the same to the Chairperson of the IQAC for approval.

2. The Committee shall analyse key performance indicators such as teaching, learning, research, innovation, extension activities, and institutional perception to assess the Institute's standing.
3. The Committee shall identify areas for improvement based on ranking results and suggest strategies to enhance the Institute's performance in future evaluations.
4. The Committee shall facilitate discussions on suggested improvement measures and assist in implementing suitable remedial actions.



13. Project Coordination & Industry Institute Interaction Committee:

The Project Coordination & Industry-Institute Interaction Committee is constituted under the portfolio of the Dean (Industry Institute Interaction) to strengthen collaboration between the Institute and industry through project-based learning, internships, and knowledge exchange. The Committee plays a vital role in bridging academia and industry by facilitating student projects, expert sessions, industrial visits, and collaborative initiatives. The Committee shall meet at least twice a year, or as often as required, to review ongoing activities, plan future collaborations, and monitor the progress of student-industry engagements.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Organisation
1	Dean III, Placement, Start-up & Entrepreneurship - Convener	Prof. (Dr.) Rashesh Mehta	Electrical Engineering Department
2	Associate Dean III, Placement, Start-up & Entrepreneurship - Co-Convener	Prof. (Dr.) Darshan Dalwadi	Electronics and Communication Engineering Department
3	Project, III, Internship Coordinator	Prof. (Dr.) Pinakin Patel	Civil Engineering Department
4	Project, III, Internship Coordinator	Prof. (Dr.) Pratiti Bhatt	Structural Engineering Department
5	Project, III, Internship Coordinator	Prof. (Dr.) Mahasweta Joshi	Computer Engineering Department
6	Project, III, Internship Coordinator	Prof. (Dr.) Deepak Vala	Electronics Engineering Department
7	Project, III, Internship Coordinator	Prof. (Dr.) Akshay Pandya	Electrical Engineering Department
8	Project, III, Internship Coordinator	Prof. (Dr.) Vishal Pandya	Mechanical Engineering Department
9	Project, III, Internship Coordinator	Prof. Jatin Makwana	Production Engineering Department
10	Project, III, Internship Coordinator	Prof. (Dr.) Anish Vahora	Electronics and Communication Engineering Department
11	Project, III, Internship Coordinator	Prof. Dipika Prajapati	Information Technology Department
12	Experts from industry	Er. Vithal Kamat, Er. S. N. Jha	Experts from industry, V. U. Nagar

Functions:

1. The Committee shall enhance collaboration between the Institute and industry, overseeing final-year students' IDP/UDP projects.
2. The Committee shall organize expert talks, seminars, and workshops featuring industry professionals, as well as arrange industrial visits for students.



3. The Committee shall engage with industries to establish Memoranda of Understanding (MoUs) for student projects, expert talks, and consultancy, ensuring mutual benefits.
4. The Committee shall assist in planning, coordinating, and facilitating vacation internship opportunities for students by liaising with industry partners, guiding students, and ensuring smooth execution of the internship process.
5. The Committee shall host an annual project expo and coordinate funding schemes for student projects through the BVM Alumni Association.



14. Training & Placement and Higher Studies Committee:

The Training & Placement and Higher Studies Committee is constituted under the portfolio of the Dean (Industry Institute Interaction) to coordinate training, placement, and career development initiatives for students. The Committee assists the Training and Placement Officer in organizing placement drives, industry-linked training programs, and internship opportunities. It also promotes awareness of higher education and competitive examinations to support students in achieving their career goals. The Committee shall meet at least twice a year, or as often as required, to review placement activities, training outcomes, and higher studies initiatives.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Dean III, Placement, Start-up & Entrepreneurship – Convener	Prof. (Dr.) Rashesh Mehta	Electrical Engineering Department
2	Associate Dean III, Placement, Start-up & Entrepreneurship – Co-Convener	Prof. (Dr.) Darshan Dalwadi	Electronics and Communication Engineering Department
3	Professor I/C T&P	Prof. (Dr.) Robinson Paul	Electronics and Communication Engineering Department
4	Training & Placement Officer (TPO)	Prof. Mehul Patel	Training & Placement Officer
5	Professor I/C Higher Studies	Prof. (Dr.) Hasmukh Chauhan	Civil Engineering Department
6	Member	Prof. Nekzad Umrigar	Civil Engineering Department
7	Member	Prof. (Dr.) Vishal Patel	Structural Engineering Department
8	Member	Prof. Bhavesh Tanawala	Computer Engineering Department
9	Member	Prof. Mahendra Prajapati	Electronics Engineering Department
10	Member	Prof. Ajay Patel	Electrical Engineering Department
11	Member	Prof. (Dr.) Ketul Brahmabhatt	Mechanical Engineering Department
12	Member	Prof. (Dr.) Hardik Berawala	Production Engineering Department
13	Member	Prof. (Dr.) Vatsal Shah	Information Technology Department

Functions:

1. The Committee shall assist in organizing training programs, coordinating placement activities, and building industry connections.



2. The Committee shall support the Training and Placement Officer in preparing students for internships and job opportunities.
3. The Committee shall guide and motivate students to prepare for competitive exams and pursue higher education through workshops, seminars, and coaching sessions.
4. The Committee shall provide information and resources about various competitive exams, scholarships, and universities to enhance student awareness.
5. The Committee shall facilitate mentorship and counselling sessions to help students choose suitable career and academic paths.

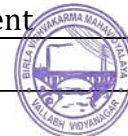


15. Entrepreneurship Cell (EC):

The Entrepreneurship Cell (EC) is constituted under the portfolio of the Dean (Industry Institute Interaction) to foster innovation, creativity, and entrepreneurship among students and faculty. The Cell serves as an umbrella body that includes the SSIP Committee, GTU Ventures Committee, and other committees linked to government-funded innovation and entrepreneurship initiatives. It aims to transform innovative ideas into viable products and startups through mentoring, infrastructure support, and institutional collaboration. The Committee shall meet at least twice a year, or as often as required, to plan, review, and monitor innovation and entrepreneurship activities across the Institute.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Educational Institutions Head, Principal-BVM	Prof. (Dr.) Vinay Patel	Principal
2	Dean III, Placement, Start-up & Entrepreneurship – Convener	Prof. (Dr.) Rashesh Mehta	Electrical Engineering Department
3	Associate Dean III, Placement, Start-up & Entrepreneurship – Co-Convener, SSIP Finance Coordinator	Prof. (Dr.) Darshan Dalwadi	Electronics and Communication Engineering Department
4	SSIP Coordinator	Prof. (Dr.) Ronak Vashi	Electronics and Communication Engineering Department
5	Professor-in-Charge – GTU Ventures and Computer Engineering Department Coordinator	Prof. Mosin Hasan	Computer Engineering Department
6	SPOC AICTE Smart India Hackathon	Prof. Dhruvin Kotak	Information Technology Department
7	Civil Engineering Department Coordinator	Prof. (Dr.) Hasmukh Chauhan	Civil Engineering Department
8	Electronics Engineering Department Coordinator	Prof. (Dr.) Mehfuza Holia	Electronics Engineering Department
9	EC Engineering Department Coordinator	Prof. (Dr.) Anish Vahora	Electronics and Communication Engineering Department
10	Electrical Engineering Department Coordinator	Prof. Swapnil Arya	Electrical Engineering Department
11	IT Department Coordinator	Prof. Priyank Bhojak	Information Technology Department
12	Mechanical Engineering Department Coordinator	Prof. Vipul Gondaliya	Mechanical Engineering Department
13	Production Engineering Department Coordinator	Prof. Rakesh S Barot	Production Engineering Department
14	Structure Engineering Department Coordinator	Prof. (Dr.) Jagruti Shah	Structural Engineering Department



15	Student Coordinator	Harshvardhan Vala	Electronics & Communication Engineering Department
----	---------------------	-------------------	--

Functions:

For SSIP (Student Start-up and Innovation Policy)

1. The Committee shall implement and monitor activities under the Student Start-up and Innovation Policy (SSIP) to promote a culture of innovation and entrepreneurship among students.
2. The Committee shall support students and faculty in developing innovative ideas into prototypes, Proof-of-Concepts (PoCs), and start-ups.
3. The Committee shall organize awareness programs, hackathons, innovation challenges, and capacity-building workshops under SSIP to strengthen the innovation ecosystem.
4. The Committee shall establish and maintain pre-incubation facilities and provide necessary support for Intellectual Property (IP) registration, patent filing, and commercialization of innovations.
5. The Committee shall coordinate with government agencies and funding bodies to secure financial assistance for SSIP proposals and ensure proper utilization of sanctioned funds.

For GTU Ventures:

1. The Committee shall act as the institutional catalyst for the GTU Ventures ecosystem, providing end-to-end support to students and faculty for idea development and innovation.
2. The Committee shall facilitate pre-incubation and incubation support by connecting innovators with mentors, experts, and incubation centres to transform ideas into viable products or enterprises.
3. The Committee shall develop institutional mechanisms for IPR, design support, and innovation management in alignment with GTU's entrepreneurship framework.
4. The Committee shall mentor students from idea to market readiness through workshops, mentorship sessions, and networking opportunities with industry and investors.
5. The Committee shall integrate GTU Ventures initiatives with institutional structures to support the "Project to Product" journey and cultivate an entrepreneurial mind-set among students and faculty.



16. R&D and IPR Committee:

The Research and Development (R&D) Cell is constituted under the portfolio of the Dean (Research and Development) to nurture a vibrant research culture within the Institute by promoting research and innovation in emerging areas of engineering and technology. The Committee encourages both faculty members and students to undertake research in frontier and multidisciplinary fields, fostering a spirit of inquiry, creativity, and knowledge creation. The Committee shall meet at least once every quarter of the academic year, or as often as required, to review ongoing research activities, monitor progress, and identify new opportunities for research and collaboration.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Convener & Dean R&D and IPR	Prof. (Dr.) R B Gandhi	Mathematics Department
2	Co-Convener & Associate Dean R&D and IPR	Prof. (Dr.) Dharmesh Modi	Civil Engineering Department
3	Nodal Officer, MHRD IIC	Prof. Jigisha Trivedi	Information Technology Department
4	Member	Prof. (Dr.) Pinakin Patel	Civil Engineering Department
5	Member	Prof. (Dr.) Vishal B. Patel	Structural Engineering Department
6	Member	Prof. (Dr.) Mahasweta Joshi	Computer Engineering Department
7	Member	Prof. (Dr.) Dipak Patel	Electronics Engineering Department
8	Member	Prof. (Dr.) Yogesh Prajapati	Electrical Engineering Department
9	Member	Prof. U.B. Chaudhary	Mechanical Engineering Department
10	Member	Prof. (Dr.) Hardik Berawala	Production Engineering Department
11	Member	Prof. (Dr.) Ronak Vashi	Electronics and Communication Engineering Department
12	Member	Prof. (Dr.) Nilesh Prajapati	Information Technology Department
13	Member	Prof. Ajit Marchant	Mathematics Department

Functions:

1. The Committee shall promote research in emerging and frontier areas of engineering, technology, and interdisciplinary domains to strengthen the institution's research profile.
2. The Committee shall encourage faculty members and students to participate in conferences, seminars, workshops, project competitions, and other technical events to enhance research exposure and collaboration.



3. The Committee shall facilitate the preparation and submission of research proposals to various funding agencies and promote the execution of sponsored research projects and consultancy activities.
4. The Committee shall motivate faculty members and students to publish research findings in peer-reviewed journals and reputed conference proceedings.
5. The Committee shall promote activities leading to patents, technology transfer, and collaborations with industries, research organizations, and academic institutions.
6. The Committee shall support the organization of Faculty Development Programmes (FDPs), Doctoral Research Programmes, and collaborative research events to enhance research capability within the Institute.
7. The Committee shall monitor the overall research outcomes, including publications, funded projects, patents, and institutional collaborations, and maintain records as per the Key Indicators and Weightages prescribed by NAAC



17. Research Ethics Committee:

The Research Ethics Committee is constituted under the portfolio of the Dean (Research and Development) to ensure ethical practices in research, innovation, and publication within the Institute. The Committee upholds integrity, transparency, and accountability in all research activities by formulating and monitoring adherence to the institutional ethics policy. The Committee shall meet at least twice in an academic year, or as often as required, to review compliance, provide guidance, and ensure ethical conduct in research.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Convener	Prof. (Dr.) Vinay Patel	Principal
2	Co-convener	Prof. (Dr.) R B Gandhi	Mathematics Department
3	Member Secretary	Prof. (Dr.) Dharmesh Modi	Civil Engineering Department
4	Member	Prof. (Dr.) Darshak Thakore	Computer Engineering Department
5	Member	Prof. (Dr.) Mayur Vegad	Computer Engineering Department
6	Member	Prof. (Dr.) Jayesh Pitroda	Civil Engineering Department
7	Member	Prof. (Dr.) Mehfuza Holia	Electronics Engineering Department

Functions:

1. The Committee shall provide and promote good practices in academic research.
2. The Committee shall ensure academic freedom, integrity, and responsibility in research and innovation.
3. The Committee shall authenticate institutional responsibilities by providing training and awareness on ethical research practices.
4. The Committee shall define publication practices and authorship guidelines to ensure transparency and prevent plagiarism.
5. The Committee shall identify and address research misconduct at various levels and recommend corrective actions.
6. The Committee shall foster a transparent academic environment that upholds integrity and ethical application of research work.



18. Career Advancement Scheme (CAS) Committee:

The Career Advancement Scheme (CAS) Committee is constituted under the portfolio of the Dean (Faculty Affairs) in accordance with UGC, AICTE, and DTE regulations to evaluate faculty members for promotion under the Career Advancement Scheme. The Committee ensures transparency, fairness, and merit-based assessment by evaluating teaching performance, research contributions, academic achievements, and professional involvement. The Committee shall meet as and when CAS applications are received, ensuring timely completion of evaluations in compliance with DTE / UGC / AICTE promotional timelines.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Dean, Faculty Affairs	Prof. (Dr.) Tanmay Pawar	Electronics Engineering Department
2	Convener; Associate Dean, Faculty Affairs & Member	Prof. (Dr.) H G Katariya	Mechanical Engineering Department
4	Member	Prof. (Dr.) Vishal Arekar	Structural Engineering Department
5	Member	Prof. (Dr.) Jaydeepsinh Baria	Electrical Engineering Department
6	Member	Prof. Vipul Chaudhari	Mechanical Engineering Department
7	Member	Prof. Chetan Jayaswal	Electronics Engineering Department
8	Member	Prof. (Dr.) Hardik Berawala	Production Engineering Department
9	Member	Prof. Kirti Sharma	Computer Engineering Department
10	Member	Prof. (Dr.) R B Gandhi	Mathematics Department
11	Convener; Associate Dean, Faculty Affairs & Member (SFI)	Prof. (Dr.) Keyur Brahmabhatt	Information Technology Department
12	Member	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
13	Member	Prof. (Dr.) Zankhana Shah	Computer Engineering Department

Functions:

1. The Committee shall scrutinize and verify the applications of faculty members seeking promotion under the Career Advancement Scheme as per DTE/UGC/AICTE eligibility norms and required API/PAF credentials.
2. The Committee shall conduct presentations or interactions with applicants wherever mandated by regulatory guidelines.
3. The Committee shall ensure proper documentation and maintenance of CAS records, verification reports, and proceedings for audit and statutory compliance.



4. The Committee shall recommend eligible faculty members for placement in the next academic grade to the Competent Authority (BOM/CVM, as applicable) for approval.
5. The Committee shall provide necessary guidance and clarification to faculty members regarding CAS eligibility, documentation, and periodic requirements.
6. The Committee shall maintain confidentiality and fairness throughout the assessment process, adhering to prescribed timelines and regulatory standards.



19. Code of Conduct Committee:

The Code of Conduct Committee is constituted under the portfolio of the Dean (Faculty Affairs) in line with the institutional governance framework and UGC/AICTE norms to monitor, reinforce, and promote ethical and responsible behaviour among students, faculty, administrative staff, and other institutional stakeholders. The Committee shall meet twice every year, preferably in the months of July and December, and additionally as and when required.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Principal	Prof. (Dr.) Vinay Patel	Principal
2	Dean, Faculty Affairs and Convener	Prof. (Dr.) Tanmay Pawar	Electronics Engineering Department
3	Associate Dean, Faculty Affairs and Co-Convener	Prof. (Dr.) H G Katariya	Mechanical Engineering Department
4	Head Mechanical Department	Prof. (Dr.) Vinay Patel	Mechanical Engineering Department
5	Head Structural Department	Prof. (Dr.) Darshana Bhatt	Structural Engineering Department
6	Head Mathematics Department	Prof. (Dr.) Mukesh Shimpi	Mathematics Department
7	Head Electronics & Communication Department	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
8	Head Electrical Department	Prof. (Dr.) Rashesh Mehta	Electrical Engineering Department
9	Head Computer Department	Prof. (Dr.) Darshak Thakore	Computer Engineering Department
10	Head Civil Department	Prof. (Dr.) Reshma L Patel	Civil Engineering Department
11	Head Production Department	Prof. Kamlesh Bhatt	Production Engineering Department
12	Head IT Department	Prof. (Dr.) Keyur Brahmabhatt	Information Technology Department
13	OSD	Mr. Girishbhai Patel	Administrative Office

Functions:

1. The Committee shall oversee the implementation and compliance of the approved Code of Conduct for all stakeholders of the institution including students, teachers, administrators, and non-teaching staff.
2. The Committee shall promote awareness of institutional values, professional ethics, and responsible conduct through orientation programs, campaigns, and workshops.
3. The Committee shall organize and support initiatives related to ethics, values, cultural harmony, and social responsibility in alignment with national educational policies.



4. The Committee shall periodically review violations, recommend corrective actions, and ensure fair handling of Code-of-Conduct related matters as per institutional guidelines.
5. The Committee shall ensure dissemination of Code of Conduct documents through the institutional website, handbooks, circulars, and other communication channels.
6. The Committee shall provide feedback to academic and administrative authorities on measures to strengthen ethical environment and positive campus culture.



20. Anti-Ragging Committee:

The Anti-Ragging Committee is constituted under the portfolio of the Dean (Student Affairs) as per AICTE guidelines vide letter No. 37.3/Legal/AICTE/2009 dated 1/7/2009. The Committee focuses on preventing ragging and ensuring a safe and supportive environment for all students through awareness drives, counseling, monitoring, and appropriate action on related issues. The Committee shall meet as and when required to address anti-ragging concerns and review preventive measures.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Organisation/Section
1	Principal, BVM, President – BVMCC	Prof. (Dr.) Vinay Patel	Principal
2	Dean, Student Affairs	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
3	Associate Dean, Student Affairs – Convener	Prof. (Dr.) Jaydeepsinh Baria	Electrical Engineering Department
4	Vice President, BVM CC	Prof. (Dr.) Haresh Patolia	Mechanical Engineering Department
5	Rector, Boys Hostels	Prof. (Dr.) Arvind Verma	Structural Engineering Department
6	Hostel Superintendent	Prof. (Dr.) Pinakin Patel	Civil Engineering Department
7	Head of department Nominee	Prof. (Dr.) Mukesh Shimpi	Mathematics Department
8	Rector, Girls Hostel	Prof. (Dr.) Jagruti Shah	Structural Engineering Department
Key Stake Holders			
9	Member	Mr. D. R. Gohil	Vallabh Vidyanagar Police Inspector
10	Member	Mr. Salim Pathan (Naya Padkar)	Local Media
11	Member	Shri. A. J. Patel	Mamlatdar, Anand Rural
12	Member	Prof. Ronak Patel	Parent Representative
13	Member	Mr. Soham Barot	First Year Boy Representative
14	Member		First Year Girl Representative
15	Member		General Secretary, BVM
16	Member		Ladies Representative, BVM
17	Rep. of Teaching Faculty	Prof. (Dr.) Snehal Mevada	Structural Engineering Department
18	Rep. of Administrative Staff	Mr. Chintal Patel	Administrative Office



Functions:

1. The Committee shall conduct orientation programs and awareness campaigns to educate students about the consequences of ragging and the mechanisms for reporting incidents.
2. The Committee shall focus on anti-ragging issues concerning students and resolve related matters through proper counselling, awareness drives, and preventive monitoring.
3. The Committee shall ensure timely intervention in cases of ragging and coordinate with relevant authorities for disciplinary action as per institutional and regulatory guidelines.
4. The Committee shall maintain records of meetings, preventive activities, and awareness programs to support compliance with AICTE and UGC anti-ragging directives.



21. Grievance Redressal Committee:

The Grievance Redressal Committee is constituted under the portfolio of the Dean (Student Affairs) as per the Grievance Redressal Regulations 2005 and AICTE letter No. F/37.3/Legal/2012 dated 25.05.2012. The Committee shall look into any grievance of students or staff members of Birla Vishvakarma Mahavidyalaya (Engineering College) and recommend necessary actions for resolution in a fair and timely manner. The Committee shall meet as and when required to address and resolve reported grievances.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Principal	Prof. (Dr.) Vinay Patel	Principal
2	Dean, Student Affairs and Convener	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
3	Associate Dean, Student Affairs and Co-Convener	Prof. (Dr.) Jaydeepsinh Baria	Electrical Engineering Department
4	Ombudsman Person	Prof. (Dr.) Arvind Verma	Structural Engineering Department
5	Head Structural Department	Prof. (Dr.) Darshana Bhatt	Structural Engineering Department
6	Head Mathematics Department	Prof. (Dr.) Mukesh Shimpi	Mathematics Department
7	Head Mechanical Department	Prof. (Dr.) Vinay Patel	Mechanical Engineering Department
8	Head Electronics Department	Prof. (Dr.) Tanmay Pawar	Electronics Engineering Department
9	Head Electrical Department	Prof. (Dr.) Rashesh Mehta	Electrical Engineering Department
10	Head Computer Department	Prof. (Dr.) Darshak Thakore	Computer Engineering Department
11	Head Civil Department	Prof. (Dr.) Reshma L. Patel	Civil Engineering Department
12	Head Production Department	Prof. Kamlesh Bhatt	Production Engineering Department
13	Head IT Department	Prof. (Dr.) Keyur Brahmhatt	Information Technology Department
14	OSD	Mr. Girishbhai Patel	Administrative Office
15	Rector, Girls Hostel	Prof. (Dr.) Jagruti Shah	Structural Engineering Department

Functions:

1. The Committee shall examine and address grievances of students and staff members in a fair, transparent, and time-bound manner.
2. The Committee shall review cases and recommend suitable actions or resolutions as per institutional policies and regulatory guidelines.



3. The Committee shall maintain records of grievances received, actions taken, and resolutions for audit and compliance purposes.
4. The Committee shall promote awareness among students and staff regarding grievance redressal mechanisms and ensure easy access to the system.
5. The Committee shall ensure confidentiality, impartiality, and adherence to AICTE and institutional norms throughout the grievance handling process.



22. NCC, NSS & Yoga Committee:

The NCC, NSS & Yoga Committee is constituted under the portfolio of the Dean (Student Affairs) as per institutional norms for the implementation of the mandatory non-credit course in the first year of the B. Tech. Program. The Committee aims to instill discipline, social responsibility, and holistic well-being among students through structured participation in the National Cadet Corps (NCC), National Service Scheme (NSS), and Yoga activities. These programs form an integral part of the first-year curriculum and contribute to the physical, mental, and moral development of students. The Committee shall meet at least twice per semester or as and when required to plan, coordinate, and review the effective implementation of NCC, NSS, and Yoga activities as per institutional objectives.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	Coordinator - NSS	Prof(Dr.) Mayur Sevak	Electronics and Communication Engineering Department
2	Coordinator – NCC	Prof. Ghansyam Rathod	Electronics and Communication Engineering Department
3	Coordinator - Yoga	Mrs. Divyaben Patolia	Administrative Office
4	Member	Prof. Urvashi Gohil	Computer Engineering Department
5	Member	Prof. Ajay Daiya	Electronics Engineering Department
6	Member	Prof(Dr.) Mayur Sevak	Electronics and Communication Engineering Department
7	Member	Prof. Vijaypratap Singh	Mechanical Engineering Department
8	Member	Prof. Ashish Patel	Electrical Engineering Department
9	Member	Prof. Jatin Makwana	Production Engineering Department
10	Member	Prof. Jaydeep Prajapati	Civil Engineering Department
11	Member	Prof. Sherin Jijo	Information Technology Department
12	Member	Prof. Umang Shah	Structural Engineering Department
13	Member	Prof. Ajit Marchant	Mathematics Department

Functions:

1. The Committee shall ensure the effective implementation of the mandatory non-credit NCC, NSS, and Yoga course for first-year students as per institutional norms.
2. The Committee shall plan, coordinate, and monitor all NCC, NSS, and Yoga activities in alignment with the academic calendar and institutional framework.
3. The Committee shall collaborate with respective program coordinators and faculty members to organize training sessions, community service activities, and wellness programs.
4. The Committee shall facilitate student participation in NCC camps, NSS extension drives, and Yoga sessions aimed at promoting discipline, service, and mindfulness.



5. The Committee shall maintain attendance, participation, and performance records of students enrolled in the non-credit course for evaluation and documentation.



23. Hostel Committee:

The Hostel Committee is constituted under the portfolio of the Dean (Student Affairs) to oversee the administration, discipline, safety, and welfare of students residing in the institute hostels. The Committee ensures a secure, hygienic, and conducive living environment that supports students' academic pursuits and overall well-being. The Committee shall meet at least once per semester or as and when required to review hostel operations, address student concerns, and implement necessary improvements in accordance with institutional norms.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Rector	Prof.(Dr.) A. K. Verma	Charutar Vidyamadal
2	Superintendent	Prof. G. B. Rathod	Electronics and Communication Engineering Department
3	Superintendent	Prof.(Dr.) R. R. Vashi	Electronics and Communication Engineering Department
4	Superintendent	Prof.(Dr.) M. M. Solanki	Electronics Engineering Department
5	Superintendent	Prof.(Dr.) Pinakin Patel	Civil Engineering Department
6	Superintendent	Prof. Jatin Makwana	Production Engineering Department
7	Superintendent	Prof. Hemang Gadhavi	Structural Engineering Department
8	Superintendent	Prof. Vipul Gondaliya	Mechanical Engineering Department
9	Warden/Rector	Mr. Bipin Patel	A.M Naik House of Scholar
10	Rector, Polytechnic Girl Hostel(BVM)	Prof.(Dr.) Jagruti Shah	Structural Engineering Department
11	Professor In-charge, Ranak Hostel(BVM)		

Functions:

1. The Committee shall manage hostel admissions, room allotment, and provide necessary guidance to students regarding hostel rules, facilities, and discipline to ensure smooth and systematic accommodation.
2. The Committee shall supervise hostel infrastructure and common facilities, including cleanliness, sanitation, water supply, electrical maintenance, and mess services, to ensure hygienic and comfortable living conditions.
3. The Committee shall address internal hostel issues, student grievances, and behavioral concerns and provide counseling or corrective guidance as required to maintain a safe and positive hostel environment.



4. The Committee shall oversee hostel fee-related matters and facilitate dissemination of information regarding scholarships, financial assistance, and welfare schemes applicable to hostel residents.
5. The Committee shall conduct regular hostel inspections, interact with students, and initiate disciplinary action in cases of misconduct or violation of hostel rules in accordance with institutional norms.
6. The Committee shall meet at least once every week to review hostel-related matters, address medical or emergency issues, and communicate important notices or event-related information to students through appropriate channels.



24. Socio-Economically Disadvantaged Group (SEDG) Cell:

The Socio-Economically Disadvantaged Groups (SEDGs) Cell (F.No.F.6-2/2022/Part 2(SCT/Guidelines NEP 2020) is constituted to ensure equity, inclusion, and social justice for students belonging to socio-economically disadvantaged backgrounds. The Cell works to safeguard constitutional rights, promote a safe and inclusive academic environment, and provide academic, socio-emotional, and mentoring support to SEDGs students. It also ensures effective implementation of institutional initiatives, government policies, reservation norms, and statutory guidelines aimed at enhancing access, participation, and success of SEDGs students in higher education. The Socio-Economically Disadvantaged Groups (SEDGs) Cell shall meet at least twice in an academic year or as and when required to review implementation of schemes, monitor student welfare initiatives, and plan necessary interventions for inclusive academic support.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Chairperson	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
2	Senior Professor	Prof. (Dr.) Vina Chauhan	Mechanical Engineering Department
3	In-charge of Internal Complaint Committee	Prof. (Dr.) Darshana Bhatt	Structural Engineering Department
4	Coordinators of IQAC	Prof.(Dr.) Zankhana Shah	Computer Engineering Department
		Prof. (Dr.) Vimlesh Agrawal	Structural Engineering Department
5	SC/ST Representative	Prof. Vipul Chaudhari	Mechanical Engineering Department
6	OBC Representative	Prof. Akil Jariya	Production Engineering Department
7	Two Students' Representative belonging to SEDG	Priyal Mahla (23CE048)	Civil Engineering Department
		Isha Bathwa (23EC448)	Electronics and Communication Engineering Department
8	Administrative Officer	Mr. Girishbhai Patel	Administrative Office

Functions:

1. The Cell shall coordinate with existing institutional cells and statutory bodies to enable effective implementation of schemes, provisions, scholarships, and fellowships of the Government of India and respective State Governments for SEDGs students.
2. The Cell shall ensure implementation and monitoring of orientation programs, bridge courses, earn-while-learn schemes, and outreach programs designed to support students belonging to SEDGs.
3. The Cell shall provide socio-economic, academic, and psychological support to SEDGs students through structured counselling, mentoring, and monitoring programs.
4. The Cell shall ensure sensitization of faculty members, staff, counsellors, and students on issues related to SEDGs and promote their inclusion in all institutional activities.



5. The Cell shall explore and mobilize funds through Corporate Social Responsibility (CSR), alumni contributions, and other sources to enhance financial assistance and scholarships for SEDGs students.
6. The Cell shall coordinate with the Internal Quality Assurance Cell (IQAC) to promote awareness and implementation of policies related to inclusive and equitable quality higher education.
7. The Cell shall function as a single-window support system for students belonging to SEDGs for grievances, basic needs, amenities, welfare measures, scholarships, and fellowships.
8. The Cell shall upload, disseminate, and regularly update guidelines, facilities, welfare schemes, and safety measures related to SEDGs on the institutional portal and maintain records for monitoring purposes.
9. The Cell shall circulate, publicize, and facilitate access to welfare schemes such as remedial coaching, NET coaching, entry-into-services programs, residential coaching, and similar initiatives for SC/ST, OBC (non-creamy layer), Minority, and PwD students.
10. The Cell shall establish a team of counsellors, social workers, and faculty members to provide emotional, social, and psychological support to SEDGs students for effective adaptation to the institutional environment.
11. The Cell shall focus on overall personality development and skill enhancement of SEDGs students, including professional and soft skills, to improve employability outcomes.
12. The Cell shall organize periodic meetings to monitor the progress of SEDGs-related schemes and prepare and maintain a comprehensive database of such initiatives.
13. The Cell shall assess the academic, social, and financial needs of SEDGs students and make appropriate recommendations to institutional authorities.
14. The Cell shall create awareness among faculty members, staff, students, and service professionals regarding facilities and support systems available for SEDGs students.
15. The Cell shall sensitize all students to bring about attitudinal change and promote inclusive participation of SEDGs students in curricular, co-curricular, and extra-curricular activities.
16. The Cell shall hold regular meetings with representatives of SEDGs students to review grievances and coordinate with institutional authorities for effective resolution, while maintaining confidentiality of deliberations and data.
17. The Cell shall review, monitor, and ensure disposal of all grievances of SEDGs students within a stipulated period of 15 days.
18. The Cell shall inform students during induction and counseling sessions about the institution's zero-tolerance policy towards discrimination in any form.



25. Collegiate Women's Development Committee:

The Women's Development Committee (WDC) is constituted under the portfolio of the Convener, WDC, to promote gender equality, safety, and empowerment within the campus. The Committee works to create an inclusive environment through awareness, counseling, and developmental programs focused on the welfare of female students, faculty, and staff. The Committee shall meet at least twice per semester or as and when required to review progress, address concerns, and plan initiatives that enhance the overall well-being and participation of women in institutional activities.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Convener	Prof. (Dr.) Darshana Bhatt	Structural Engineering Department
2	Co-convener	Prof. (Dr.) Vina Chauhan	Mechanical Engineering Department
3	Member	Prof. (Dr.) Manisha Bhatt	Mathematics Department
4	Member	Prof. Neha Patel	Civil Engineering Department
5	Member	Prof. (Dr.) Zankhana Shah	Computer Engineering Department
6	Member	Prof. Dharita Patel	Electrical Engineering Department
7	Member	Prof. (Dr.) Mehfuza Holia	Electronics Engineering Department
8	Member	Prof. Palak Patel	Electronics and Communication Engineering Department
9	Member	Prof. Dhara Trivedi	Mechanical Engineering Department
10	Member	Prof. Jigisha Thakkar	Production Engineering Department
11	Member	Prof. Prachi Shah	Information Technology Department
12	Rector, Girls Hostel & Member	Prof. (Dr.) Jagruti Shah	Structural Engineering Department
13	Member	Prof. Riddhi Vashi	Structural Engineering Department
14	Member	Mrs. Divya Patolia	Administrative Office
15	Member		Ladies Representative, BVM

Functions:

1. The Committee shall organize awareness and sensitization programs on gender equity, women's rights, health, and safety.
2. The Committee shall facilitate guidance and counselling services for female students and staff on personal, academic, or workplace concerns.
3. The Committee shall encourage women's participation in leadership roles, innovation activities, and professional development programs.



4. The Committee shall coordinate with government and non-government organizations for women-centric schemes and welfare programs.
5. The Committee shall work in coordination with the Internal Complaints Committee (ICC) to ensure a safe and respectful environment on campus.
6. The Committee shall celebrate occasions such as International Women's Day and organize events that highlight women's contributions in academia and society.
7. The Committee shall maintain proper documentation of all programs, initiatives, and events and submit reports to the Convener, WDC.
8. The Committee shall review institutional facilities and recommend necessary measures to strengthen safety, inclusivity, and support for women.



26. Internal Complaints Committee (ICC):

The Internal Complaints Committee (ICC) is constituted under the portfolio of the Convener, Women's Development Committee (WDC), in accordance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013, and UGC/AICTE regulations. The Committee is responsible for creating a safe, respectful, and inclusive environment by preventing and addressing incidents of sexual harassment and gender-based misconduct within the institution. The Committee shall meet at least twice per semester or as and when required to review complaints, ensure awareness among stakeholders, and monitor the implementation of preventive measures.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Organisation/Section
1	Presiding Officer	Prof. (Dr.) Darshana Bhatt	Structural Engineering Department
2	Faculty member	Prof. (Dr.) Mehfuza Holia	Electronics Engineering Department
3	Faculty member	Prof. (Dr.) Tanmay Pawar	Electronics Engineering Department
4	Hostel Rector	Prof. (Dr.) Jagruti Shah	Structural Engineering Department
5	Non-teaching staff	Mrs. Nilam Vyas	Administrative Office
6	Non-teaching staff	Shri Shailesh Ka. Patel	Administrative Office
7	Ladies Representative		Ladies Representative, BVM
8	General Secretary		General Secretary, BVM
9	Member from NGO	Ms. Amrita Kulkarni	Advocate & Legal advisor, CVM
10	External Member	Ms. Nisha Nair	I/C Principal, R N Patel Ipcowala School Of Law And Justice, Vallbh Vidyanagar
11	External Member	Dr. Neelam K. Trivedi	Former Principal, Anand Homoeopathic Medical College & Research Institute, Anand, Executive member, Heerba Mahila Seva Mnadal, V.V. Nagar & Kheda Jilla Bal Kalyan Sangh

Functions:

1. The Committee shall receive, investigate, and redress complaints related to sexual harassment or gender-based misconduct in compliance with statutory procedures.
2. The Committee shall ensure confidentiality, fairness, and protection to the complainant during the entire redressal process.
3. The Committee shall conduct impartial inquiries and submit recommendations for appropriate action to the competent authority.
4. The Committee shall organize awareness programs, workshops, and campaigns to sensitize students, faculty, and staff regarding gender equality and prevention of sexual harassment.
5. The Committee shall maintain proper records of all complaints, proceedings, and decisions, ensuring compliance with legal and institutional requirements.
6. The Committee shall collaborate with the Women's Development Committee (WDC) to implement preventive and awareness-oriented initiatives.



27. SC/ST Cell Committee:

The SC/ST Counselling Cell is constituted under the portfolio of the Principal in accordance with the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989 and AICTE guidelines. The Committee aims to counsel and guide SC/ST students in addressing academic, personal, and social challenges, ensuring a safe, inclusive, and supportive environment within the Institute. The Committee shall meet twice in a semester, or as often as required, to review progress, discuss challenges, and plan activities for student support and development.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Organisation/Section
1	Convener	Prof. Vipul Chaudhari	Mechanical Engineering Department
2	Member	Prof. Amit A Amin	Civil Engineering Department
3	Member	Prof. (Dr.) Hemant Vasava	Computer Engineering Department
4	Member	Prof. Ashish R. Patel	Electrical Engineering Department
5	Member	Prof. (Dr.) Milendra Solanki	Electronics Engineering Department
6	Member	Prof. Ghansyam Rathod	Electronics and Communication Engineering Department
7	Member	Prof. Karan Padhiyar	Information Technology Department
8	Member	Prof. Shailesh Bhagat	Mathematics Department
9	Member	Prof. Prakash Tadv	Mechanical Engineering Department
10	Member	Prof. Purvi Chauhan	Production Engineering Department
11	Administrative Staff	Shri Hitesh Solanki	Administrative Office
12	Two Students Nominated by Principal	Siddharth M Sinha	Electrical Engineering Department
13		Priyanshi D Vala	Information Technology Department

Functions:

1. The Committee shall provide pre-admission and post-admission counselling to SC/ST students to help them integrate smoothly into academic and campus life.
2. The Committee shall organize remedial classes, mentoring sessions, and capacity-building programs to enhance academic performance and overall growth of SC/ST students.
3. The Committee shall create awareness about constitutional safeguards, rights, and welfare measures for Scheduled Castes and Scheduled Tribes.
4. The Committee shall assist students in identifying and applying for government and institutional scholarships, fellowships, and financial aid schemes, including help with documentation and submission.
5. The Committee shall promote inclusivity and equality by conducting awareness campaigns, workshops, and orientation sessions on social harmony and mutual respect.
6. The Committee shall monitor the implementation of welfare schemes, maintain relevant records, and report periodically to the Dean (Student Affairs) on activities and outcomes.



28. Library Committee:

The Library Committee is constituted under the portfolio of the Professor In-Charge (Library) to guide, supervise, and enhance the overall functioning of the Institute Library. The Committee ensures that the library is maintained and updated as per established academic standards and provides quality resources and services to meet the educational and research needs of students and faculty. The Committee shall meet six times per year, or as often as required, to review library operations, resource management, and development initiatives.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Professor-in-charge, Library	Prof. (Dr.) Jagdish Rathod	Electronics Engineering Department
2	I/C Assistant Librarian	Shri. Pritesh Darji	Library
3	Member	Prof. Nekzad Umrigar	Civil Engineering Department
4	Member	Prof. Umang K. Shah	Structural Engineering Department
5	Member	Prof. P B Swadas	Computer Engineering Department
		Prof. Primal Solanki	Computer Engineering Department
6	Member	Prof. Manish Sinha	Electrical Engineering Department
7	Member	Prof. Chintan Patel	Electronics Engineering Department
8	Member	Prof. Kaushal Patel	Electronics and Communication Engineering Department
9	Member	Prof. Dharmesh B. Patel	Information Technology Department
10	Member	Prof. Shailesh Bhagat	Mathematics Department
11	Member	Prof. Falesh Vora	Mechanical Engineering Department
12	Member	Prof. Akil Jariya	Production Engineering Department

Functions:

1. The Committee shall guide the Librarian in formulating general library policies and regulations governing library operations.
2. The Committee shall frame policies and procedures for the effective utilization of library resources.
3. The Committee shall ensure uninterrupted access to physical and online learning resources for students and faculty.
4. The Committee shall enrich the collection of information and knowledge resources to meet diverse academic and research requirements.
5. The Committee shall create a conducive environment that encourages maximum use of library resources for self-learning and research.



6. The Committee shall define and recommend policies for the procurement of books, journals, and digital resources, and provide guidance to the Purchase Committee for library procurements.
7. The Committee shall supervise the allocation and utilization of funds across departments for the purchase of books and journals.
8. The Committee shall provide and update resources to support research and academic excellence.
9. The Committee shall maintain and expand a Digital Library section with sufficient computer systems and digital volumes/journals for user access.

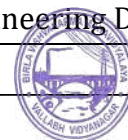


29. IT-Cell:

The IT Cell is constituted under the portfolio of the Principal to plan, develop, and maintain the Institute's overall information and communication technology infrastructure. The Cell ensures reliable, secure, and updated digital systems to support academic, administrative, and research functions of the Institute. It also facilitates implementation of digital learning tools, ERP systems, Virtual Labs, and other e-governance initiatives in alignment with AICTE and NAAC guidelines. The Cell will function through below listed committees. These committees shall meet quarterly or as and when required to review IT infrastructure performance, address technical challenges, and plan future digital expansion in line with institutional goals.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Advisor	Prof. Prashant Swadas	Computer Engineering Department
2	Advisor	Prof. (Dr.) Keyur Brahmbhatt	Information Technology Department
3	Professor in Charge	Prof. (Dr.) Vatsal Shah	Information Technology Department
29.1 Software & Hardware Infrastructure and Technical Support Committee:			
1	Convener	Prof. Dharmesh G. Patel	Information Technology Department
2	Team Member	Prof. Karan Padhiyar	Information Technology Department
3	Network Operator	Mr. Ravi Patel	Information Technology Department
4	IT Support Assistant	Mr. Arpan Patel	Information Technology Department
29.2 Server & Network Infrastructure Committee:			
1	Convener	Prof. (Dr.) Vatsal Shah	Information Technology Department
2	Web Admin	Prof. Priyank Bhojak	Information Technology Department
3	Team Member	Prof. Mosin Hasan	Computer Engineering Department
4	Network Operator	Mr. Ravi Patel	Information Technology Department
5	IT Support Assistant	Mr. Arpan Patel	Information Technology Department
29.3 Website Committee:			
1	Convener	Prof. (Dr.) Vatsal Shah	Information Technology Department
2	Web Admin	Prof. Priyank Bhojak	Information Technology Department
3	Member	Prof. Kaushal Patel	Computer Engineering Department
4	Member	Prof. Amit A Amin	Civil Engineering Department
5	Member	Prof. Bakul Makwana	Electrical Engineering Department
6	Member	Prof. Chetan Jayaswal	Electronics Engineering Department
7	Member	Prof. (Dr.) Dipti Patel	Mathematics Department
8	Member	Prof. Vipul Chaudhari	Mechanical Engineering Department
9	Member	Prof. Akil Jaria	Production Engineering Department
10	Member	Prof. (Dr.) Robinson Paul	Electronics and Communication Engineering Department
11	Member	Prof. (Dr.) Vimlesh Agrawal	Structural Engineering Department



12	Network Operator	Mr. Ravi Patel	Information Technology Department
13	IT Support Assistant	Mr. Arpan Patel	Information Technology Department
29.4 Social Media & Digital Outreach Committee:			
1	Convener	Prof. Dharmesh G. Patel	Information Technology Department
2	Member	Prof. Divyang Chauhan	Computer Engineering Department
3	Member	Prof. Zankhan Sonara	Mechanical Engineering Department
4	Member	Prof. Mehul Patel	Training & Placement Officer
5	Member	Prof. Mayur Sevak	Electronics and Communication Engineering Department
6	Member	Prof. (Dr.) Jaydeep Baria	Electrical Engineering Department
29.5 ERP Committee:			
1	Convener	Prof. Prashant Swadas	Computer Engineering Department
2	Coordinator	Prof. (Dr.) Nilesh Prajapati	Information Technology Department
3	ERP Admin	Mrs. Roshani Shah	Assistant Programmer (ERP)
4	Member	Prof. Neha Patel	Civil Engineering Department
5	Member	Prof. (Dr.) Vishal Arekar	Structural Engineering Department
6	Member	Prof. Mosin Hasan	Computer Engineering Department
7	Member	Prof. Dipan Parikh	Electrical Engineering Department
8	Member	Prof. Parul Panchal	Electronics Engineering Department
9	Member	Prof. (Dr.) Robinson Paul	Electronics and Communication Engineering Department
10	Member	Prof. Dharmesh B. Patel	Information Technology Department
11	Member	Prof. Vipul Chaudhari	Mechanical Engineering Department
12	Member	Prof. (Dr.) Akar Roghelia	Mathematics Department
13	Member	Prof. Jatin Makwana	Production Engineering Department
29.6 Virtual lab Committee:			
1	Nodal Coordinator	Prof. (Dr.) Keyur Brahmbhatt	Information Technology Department
2	Coordinator	Prof. Prachi Shah	Information Technology Department
3	Member	Prof. Gunjan Chauhan	Civil Engineering Department
4	Member	Prof. (Dr.) Deepa Sinha	Structural Engineering Department
5	Member	Prof. (Dr.) Reshma Lakhani	Computer Engineering Department
6	Member	Prof. Chetan Jayaswal	Electronics Engineering Department
7	Member	Prof. Manish Sinha	Electrical Engineering Department
8	Member	Prof. Daxesh Parmar	Mechanical Engineering Department
9	Member	Prof. Rakesh Barot	Production Engineering Department
10	Member	Prof. Akshaykumar H Patel	Electronics and Communication Engineering Department



Functions:

Software & Hardware Infrastructure and Technical Support Committee:

1. Manage and update servers, routers, firewalls, switches, and Wi-Fi systems.
2. Handle administration of G-Suite and Microsoft Teams for academic and administrative use.
3. Develop and maintain the IT policy of the institute.
4. Manage and maintain servers, data storage systems, and regular backups.
5. Oversee and execute WINBOX activities and related technical tasks.
6. Create, manage, and update institutional email IDs for faculty members, staff, and students.
7. Establish and monitor high-speed internet, Wi-Fi access points, and wired networks across the campus.
8. Ensure network security through firewalls, antivirus systems, and periodic security audits.
9. Monitor uptime, bandwidth usage, and promptly troubleshoot network or server outages.
10. Develop and enforce policies related to secure access, VPN, and data privacy.
11. Manage and monitor college internet services and Wi-Fi connectivity to ensure smooth and secure access.
12. Plan for future scalability of network and server resources in alignment with academic and research needs.
13. Manage job cards related to IT maintenance received from various departments, execute them in a timely manner, and maintain proper records of the same.

Server & Network Infrastructure Committee:

1. Oversee the management, configuration, and maintenance of institutional servers and network systems.
2. Ensure continuous connectivity, proper access management, and data security across all institutional servers.
3. Support web hosting, backup management, and server-side security configurations.
4. Maintain server uptime, storage optimization, and resource scalability.
5. Coordinate with technical support teams to address and resolve network or server-related issues promptly.

Website Committee:

1. Manage and update the Institute's website and event-specific microsites, including hosting, security, and maintenance.
2. Ensure that all departmental Vision, Mission, PEOs, and PSOs are updated and accurately displayed.
3. Keep faculty lists, designations, and profiles accurate and current.
4. Update laboratory details, equipment information, and faculty in-charge data regularly.
5. Publish verified departmental announcements, achievements, and notices in a timely manner.
6. Upload details and outcomes of departmental events, conferences, and workshops.
7. Maintain and update authorized study materials, lecture notes, and lab manuals.



8. Ensure current semester timetables for classes and laboratories are accurately displayed.

Social Media & Digital Outreach Committee:

1. Manage official institutional social media platforms, including LinkedIn, Instagram, Facebook, YouTube, and Twitter.
2. Publish verified updates related to events, achievements, admissions, and notices.
3. Monitor content to ensure professionalism, accuracy, and timely posting.
4. Maintain consistency with institutional branding and communication guidelines.
5. Arrange and manage live telecasts or online streaming facilities during institutional events, workshops, and ceremonies.

ERP Committee:

1. Manage institutional data through ERP for academic, administrative, and operational purposes.
2. Oversee digitalization of workflows and processes across all departments.
3. Customize and deploy ERP modules as per institutional requirements.
4. Train faculty, staff, and students for effective and efficient ERP usage.
5. Ensure smooth functioning, troubleshooting, and regular updates of the ERP system.
6. Coordinate with ERP vendors for technical support, module enhancement, and feature integration.
7. Monitor data accuracy, privacy, and ensure regular data backups.
8. Evaluate ERP performance and recommend improvements for efficiency and compliance.

Virtual Lab Committee:

1. Promote awareness and usage of Virtual Labs among faculty and students for simulation-based learning.
2. Facilitate demonstrations and coordinate student registrations for practical sessions through Virtual Labs.
3. Ensure proper utilization of the institute's designation as a Nodal Centre for Virtual Labs by COEP Technological University, Pune.
4. Conduct regular meetings of departmental representatives to review progress and share feedback.
5. Facilitate documentation and reporting of Virtual Lab activities as per NAAC and NBA requirements.
6. Ensure continuous integration of Virtual Labs into the teaching-learning process to enhance experiential learning.



30. Central Committee:

The Central Committee is constituted under the portfolio of the Dean (Student Affairs) to plan, coordinate, and monitor all major student activities at the institute level. The Committee oversees cultural, sports, technical, literary, and publication events, fostering holistic student development and institutional participation in state, university, and national-level activities. The Committee shall meet as and when required to plan, review, and evaluate annual student programs and events.

Members:

Sr. No	Position/Role	Name of Faculty	Department
1	President	Prof. (Dr.) Vinay Patel	Principal
2	Vice Presidents	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
3		Prof. (Dr.) Haresh Patolia	Mechanical Engineering Department
4	Associate Dean Student Affair	Prof. (Dr.) Jaydeepsinh Baria	Electrical Engineering Department
5	General Secretary		General Secretary, BVM
6	Ladies Representative		Ladies Representative, BVM
7	Advisors to BVM Central Committee	All Heads of the Department	All Departments

30.1 Cultural Committee:

1	Coordinator	Prof. (Dr.) Aakar Roghelia	Mathematics Department
2	Coordinator	Prof. (Dr.) Pratiti Bhatt	Structural Engineering Department
3	Member	Prof. (Dr.) Hitesh Bhargav	Mechanical Engineering Department
4	Member	Prof. (Dr.) Vishal Arekar	Structural Engineering Department
5	Member	Prof. Upendra Chaudhari	Mechanical Engineering Department
6	Member	Prof. Hemang Gadhavi	Structural Engineering Department
7	Member	Prof. Hinaxi Patel	Computer Engineering Department
8	Member	Prof. Nilesh Sonara	Mathematics department

30.2 Sports Committee:

1	Coordinator	Prof. Ashish Patel	Electrical Engineering Department
2	Co-Coordinator	Prof. Ronak Patel	Mechanical Engineering Department
3	Member	Prof. Amit Amin	Civil Engineering Department
4	Member	Prof. Shailesh Bhagat	Mathematics Department
5	Member	Prof. Dipika Prajapati	Information Technology Department
6	Member	Prof. (Dr.) Darshan Dalwadi	Electronics and Communication Engineering Department
7	Member	Prof. (Dr.) Manisha Bhatt	Mathematics Department



8	Member	Prof. Dhaval Parmar	Civil Engineering Department
9	Member	Prof. Divyang Chauhan	Computer Engineering Department
30.3 Technical Committee:			
1	Coordinator	Prof. (Dr.) H G Katariya	Mechanical Engineering Department
2	Member	Prof. (Dr.) Darshan Dalwadi	Electronics and Communication Engineering Department
3	Member	Prof. Jainik Patel	Mechanical Engineering Department
4	Member	Prof. Mosin Hasan	Computer Engineering Department
5	Member	Prof. Nekzad Umrigar	Civil Engineering Department
6	Member	Prof. (Dr.) Vimlesh Agrawal	Structural Engineering Department
7	Member	Prof. Purvi Chauhan	Production Engineering Department
8	Member	Prof. Swapnil Arya	Electrical Engineering Department
9	Member	Prof. (Dr.) Deepak Vala	Electronics Engineering Department
10	Member	Prof. Dhruvin Kotak	Information Technology Department
30.4 Literary & Publication:			
1	Coordinator	Prof. (Dr.) Jagruti Shah	Structural Engineering Department
2	Co-coordinator	Prof. Dharita Patel	Electrical Engineering Department
3	Member	Prof. (Dr.) Hemant Vasava	Computer Engineering Department
4	Member	Prof. (Dr.) Pinakin Patel	Civil Engineering Department
5	Member	Prof. Anita Bhatt	Electronics Engineering Department
6	Member	Prof. Jigisha Thakkar	Production Engineering Department
7	Member	Prof. Akshay Patel	Electronics and Communication Engineering Department
8	Member	Prof. Dhara Trivedi	Mechanical Engineering Department
9	Member	Prof. Disha Panchal	Information Technology Department
10	Member	Prof. (Dr.) Dipti Patel	Mathematics Department

Functions:

1. The Committee shall plan, coordinate, and monitor all major student activities organized at the institute level.
2. The Committee shall supervise and guide subcommittees such as Cultural, Sports, Technical, and Literary & Publication Committees in conducting respective events and activities.
3. The Committee shall promote holistic student development by encouraging participation in cultural, technical, literary, and sports events at institutional, university, state, and national levels.
4. The Committee shall organize institute-level events such as UDAAN and Annual Day integrating technical, cultural, and social programs.
5. The Committee shall coordinate intercollegiate and university-level events such as VOLCANO, XITIJ (YF-GTU), and SPIRIT (GTU Sports Meet).



6. The Committee shall plan and conduct in-house sports activities, mini and major tournaments, for students and staff to encourage physical fitness and teamwork.
7. The Committee shall organize GENESIS, the institute's in-house Tech-Fest and Cultural Fest, promoting creativity and innovation.
8. The Committee shall support the Literary & Publication Committee in publishing newsletters, reports, and creative works of students and faculty.
9. The Committee shall organize BVM Talk sessions, expert interactions, and motivational events to enhance communication, leadership, and professional skills among students.
10. The Committee shall ensure proper coordination, logistics, and resource management for smooth execution of all events under its purview.
11. The Committee shall document all major student activities and submit periodic reports to the Principal for review and record.



31. Admission Committee:

The Admission Committee is constituted under the portfolio of the Principal to oversee and coordinate the admission process for undergraduate and postgraduate programs. Admissions under the Grant-in-Aid (GIA) and Self-Financed (SFI-ACPC quota) categories are conducted centrally by the Admission Committee for Professional Courses (ACPC), Government of Gujarat, as per AICTE, GTU, and State Government regulations. Admissions under the Self-Financed (SFI-Management and NRI quota) categories are handled at the institutional level following ACPC and AICTE guidelines to ensure merit-based and compliant admission practices. The Committee shall ensure adherence to admission schedules and compliance with AICTE, GTU, ACPC, and State Government guidelines. The Committee shall meet as and when required, particularly before and during the admission cycle, to facilitate the smooth conduct of all admission-related activities.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Overall Admissions Advisor	Prof. Prashant Swadas	Computer Engineering Department
2	Convener & Nodal Officer GIA	Prof. Ajay Patel	Electrical Engineering Department
3	SFI Admissions Advisor	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
4	SFI Admissions Advisor	Prof. (Dr.) Keyur Brahmbhatt	Information Technology Department
5	Nodal Officer SFI	Prof. (Dr.) Dharmesh G. Patel	Information Technology Department
6	Member	Prof. Chintan Mazumdar	Mechanical Engineering Department
7	Member	Prof. Jatin Makwana	Production Engineering Department
8	Member	Prof. Padmavathi C Jayaswal	Computer Engineering Department
9	Member	Prof. (Dr.) Ronak Vashi	Electronics and Communication Engineering Department
10	Member	Prof. (Dr.) Nilesh Prajapati Prof. (Dr.) Vatsal Shah	Information Technology Department
11	Overall PG Coordinator	Prof. (Dr.) Jayesh Pitroda	Civil Engineering Department
12	Staff (Administration)	Shri Chintal Patel	Administrative Office
13		Shri Hardik Patel	Administrative Office
14		Shri Shailesh Ka. Patel	Administrative Office
15		Shri Hitesh Solanki	Administrative Office
16	Staff (Account)	Shri Parth Patel	Administrative Office
17		Shri Mitang Patel	Administrative Office
18		Shri Dhruvad Patel	Administrative Office



Functions:

1. The Committee shall organize and manage institute-level admissions for SFI Management and NRI quota seats as per ACPC and AICTE regulations.
2. The Committee shall assist in verifying eligibility, validating documents, and completing admission formalities.
3. The Committee shall provide guidance and counselling to students and parents regarding programs, seat categories, eligibility norms, and reporting procedures.
4. The Committee shall ensure adherence to admission schedules and compliance with AICTE, GTU, and State Government guidelines.
5. The Committee shall maintain and update student admission data, category-wise and quota-wise, for institutional and statutory reporting.
6. The Committee shall prepare and submit periodic admission reports summarizing seat distribution, admission status, and vacant seat details to the Principal.



32. AICTE Portal Committee:

The AICTE Portal Committee is constituted under the portfolio of the Principal to manage and ensure timely submission of institutional data, approvals, and compliance reports on the AICTE web portal. The Committee is responsible for maintaining accuracy and completeness of all academic, administrative, infrastructure, and financial information uploaded on the AICTE portal as per the requirements of the Approval Process Handbook. The Committee shall meet quarterly or as and when required, particularly before submission deadlines, to review data, verify updates, and ensure compliance with AICTE regulations.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Principal	Prof. (Dr.) Vinay Patel	Principal
2	Member	Prof. (Dr.) Bhargav Goradiya	Electronics and Communication Engineering Department
3	Member	Prof. (Dr.) Milendra Solanki	Electronics Engineering Department
4	Member	Mr. Chintal Patel	Administrative Office

Functions:

1. The Committee shall collect, verify, and consolidate all required institutional data for submission on the AICTE web portal as per the Approval Process Handbook.
2. The Committee shall coordinate with respective departments, Dean Offices, and administrative sections for updating academic, faculty, infrastructure, financial, and student information.
3. The Committee shall review and validate supporting documents before uploading them to ensure accuracy and consistency.
4. The Committee shall ensure timely submission of data, compliance reports, and applications for approval or extension of approval (EOA).
5. The Committee shall maintain records of all submissions, acknowledgments, and correspondence with AICTE for future reference and audit purposes.
6. The Committee shall monitor portal updates, new circulars, and notifications from AICTE and communicate relevant changes to concerned departments.
7. The Committee shall assist the Principal in responding to queries or compliance requirements raised by AICTE.
8. The Committee shall coordinate with the ERP and IT support teams to ensure smooth functioning and accessibility of online documentation and data uploading.



33. Other State & International Student Affairs Committee:

The Other State & International Student Affairs Committee is constituted under the portfolio of the Principal to coordinate academic, administrative, and welfare-related activities for students admitted from other states of India and from foreign countries. The Committee ensures that such students receive necessary support for academic integration, cultural adaptation, and personal well-being during their studies. The Committee shall meet at least once per semester or as and when required to review student concerns, discuss ongoing initiatives, and plan activities promoting inclusion and support.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Convener	Prof. (Dr.) Kaushika Patel	Electronics Engineering Department
2	Convener	Prof. (Dr.) Pinakin Patel	Civil Engineering Department
3	Member	Prof. Mrunali Vasava	Civil Engineering Department
4	Member	Prof. (Dr.) Deepa A. Sinha	Structural Engineering Department
5	Member	Prof. Kirti Sharma	Computer Engineering Department
6		Prof. Urvashi Gohil	
7	Member	Prof. Bakul Makwana	Electrical Engineering Department
8	Member	Prof.(Dr.) Anita Bhatt	Electronics Engineering Department
9	Member	Prof. Palak Patel	Electronics and Communication Engineering Department
10	Member	Prof. Kankesh Dave	Mechanical Engineering Department
11	Member	Prof. Jigisha Thakkar	Production Engineering Department
12	Member	Prof. Disha Panchal	Information Technology Department
13	Staff	Mr. Chintal Patel	Administrative Office
14	(Administrative)	Mr. Hardik Patel	Administrative Office

Functions:

1. The Committee shall assist students from other states and international backgrounds in admission formalities, registration, and academic on boarding.
2. The Committee shall verify academic credentials, visa documents, and other records as per regulatory requirements.
3. The Committee shall provide counselling and mentorship to address academic, cultural, and personal challenges faced by students.
4. The Committee shall coordinate with administrative offices, hostels, and departments to ensure smooth integration and welfare support.
5. The Committee shall organize orientation and cultural exchange programs to foster inclusivity and cross-cultural understanding.
6. The Committee shall maintain a database of all students from other states and foreign countries for reporting and institutional record purposes.



7. The Committee shall liaise with embassies, government agencies, and external bodies whenever required to support international student matters.



34. Institute Scholarship Committee:

The Institute Scholarship Committee is constituted under the portfolio of the Principal to centrally manage all government and private scholarship schemes applicable to students. The Committee ensures proper dissemination of information, timely verification of applications, and coordination with relevant authorities to facilitate financial assistance under schemes such as MYSY, NSP, CMSS, Digital India, and other institutional or sponsored scholarships. It also provides end-to-end guidance to students, from the registration process to the credit of scholarship amounts in their respective bank accounts. The Committee shall meet at least twice per semester or as and when required to review progress, address issues, and ensure the effective and transparent implementation of scholarship schemes.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Coordinator *	Prof. Mohan Khambhalkar	Electronics Engineering Department
2	Joint Co-Coordinator&	Prof. Jaydeep Prajapati	Civil Engineering Department
3	Member	Prof. Gunjan Chauhan	Civil Engineering Department
4	Member	Prof. Hemang Gadhvi	Structural Engineering Department
5	Member	Prof. Hinaxi Patel	Computer Engineering Department
6	Member	Prof. Mitali Joshi	Electrical Engineering Department
7	Member	Prof. Niraj R. Ada	Electronics Engineering Department
8	Member	Prof. Heena Sharma	Mechanical Engineering Department
9	Member	Prof. Jigisha Thakkar	Production Engineering Department
9	Member	Prof. Sherin Jijo	Information Technology Department
10	Member	Prof. Mayur Sevak	Electronics and Communication Engineering Department
11	Staff (Administrative)	Mr. Chintal Patel	Administrative Office
1		Mr. Paranjay Joshi	Administrative Office
12		Mr. Sailesh Ka. Patel	Administrative Office

* Will also function as the Nodal Officer for MYSY scholarships
& will also function as the Coordinator for MYSY scholarships

Functions:

1. The Committee shall organize awareness sessions to inform students about different scholarship schemes and eligibility requirements.
2. The Committee shall counsel and assist the concerned students from the registration stage through to the credit of the scholarship amount in their respective bank accounts.
3. The Committee shall ensure timely dissemination of scholarship information, adherence to schedules, and compliance with institutional, state, and national norms.



4. The Committee shall coordinate and monitor the implementation of all government and private scholarship schemes for students.
5. The Committee shall verify student applications, both physically and online before final submission to the concerned authorities.
6. The Committee shall communicate and coordinate with the MYSY Teams at higher levels and other concerned departments whenever required.
7. The Committee members shall attend training or review sessions organized by the MYSY or other scholarship departments / institutions / organisations as and when required.
8. The Committee shall prepare and maintain consolidated data of scholarship applications, sanctions, and disbursements for each academic year.



35. International Collaboration Cell

The International Collaboration Cell is constituted under the portfolio of the Principal to establish, coordinate, and strengthen academic and research collaboration with international universities and institutions. The Cell facilitates cooperative activities for the benefit of students, faculty members, and the institution, as defined in approved agreements, including academic exchange, joint research, training, and other mutually agreed initiatives. The Committee shall meet at least once in a semester or as and when required to review ongoing collaborations, evaluate outcomes, and plan future international engagement activities.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Professor in Charge and Convener	Prof. (Dr.) Kaushika Patel	Electronics Engineering Department
2	Member	Prof. (Dr.) Dharmesh Modi	Civil Engineering Department
3	Member	Prof. (Dr.) Deepa A. Sinha	Structural Engineering Department
4	Member	Prof. Reshma Lakhani	Computer Engineering Department
5	Member	Prof. (Dr.) Akshay Pandya	Electrical Engineering Department
6	Member	Prof. Parul Panchal	Electronics Engineering Department
7	Member	Prof. Chintan Mazmudar	Mechanical Engineering Department
8	Member	Prof. Jigisha Thakkar	Production Engineering Department
9	Member	Prof. Disha Panchal	Information Technology Department
10	Member	Prof. Palak Patel	Electronics and Communication Engineering Department

Functions:

1. The Committee shall identify and engage with potential international universities and institutions and facilitate the initiation, negotiation, and signing of Memoranda of Understanding (MoUs) and collaboration agreements.
2. The Committee shall maintain active academic relationships with international partner institutions and facilitate student and faculty exchange and mobility programs, both short-term and long-term.
3. The Committee shall coordinate international internships, training programs, project work, and academic exposure opportunities for students and faculty.
4. The Committee shall periodically monitor, review, and renew international collaboration agreements to ensure their relevance and effectiveness.
5. The Committee shall conduct orientation programs for incoming and outgoing international students and provide guidance to students for higher education opportunities at partner universities.
6. The Committee shall facilitate joint research initiatives, collaborative projects, and co-authored research publications with international partners.



7. The Committee shall organize international workshops, conferences, guest lectures, and faculty development programs in collaboration with partner institutions and prepare related documentation, proposals, and reports.
8. The Committee shall coordinate joint degree, dual degree, and twinning programs by mapping curricula and academic requirements between the collaborating institutions.



36. Finance Committee

The Finance Committee is constituted as per the mandate of the University Grants Commission (UGC) to oversee and advice on the financial planning, management, and utilization of funds of the Autonomous College. The Committee functions as an advisory body to the Governing Body on matters related to budgeting, financial allocation, and audit compliance, ensuring prudent financial governance in accordance with statutory norms. The Committee shall meet once every two months or as and when required to review financial matters and provide recommendations to the Governing Body.

Members:

Sr. No	Position/Role	Name of Faculty	Department/Section
1	Chairman	Prof. (Dr.) Vinay Patel	Principal
2	One person to be nominated by the Governing Body of the Autonomous College for a period of two year	Mr. Vimal Oza	CVM office
3	Finance Officer of the affiliating University	GTU Nominee	GTU
4	One senior-most faculty nominated by Principal	Prof. (Dr.) D. M. Patel	Electronics Engineering Department
5	Finance Officer/Officer in-charge of Finance and Accounts	Mr. Girishbhai Patel	Administrative Office

Functions:

1. The Committee shall act as an advisory body to the Governing Body on all matters related to financial planning and management of the institution.
2. The Committee shall examine and recommend budget estimates relating to grants received or receivable from funding agencies, income from fees, and other institutional sources.
3. The Committee shall review audited accounts of the institution and submit its observations and recommendations to the Governing Body.
4. The Committee shall monitor financial utilization to ensure adherence to approved budgets and statutory provisions.
5. The Committee shall provide guidance on financial policies, controls, and compliance with UGC and other regulatory requirements.

Signature

Prof. (Dr.) Vinay Patel
Principal,
Birla Vishvakarma Mahavidyalaya



Copy to:

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

