

**ADIT**

**VARIOUS COMMITTEES FOR THE A. Y. 2024-25**

<b>Sr. No.</b>	<b>Name of Various Committee</b>	<b>Convener</b>
1.	Internal Quality Assurance Committee(IQAC)	Narendra Chauhan
2.	Internal Complaint Committee	Manisha Makawana
3.	Time Table Committee	Siddharth Shah
4.	Industry, Institute Interaction and Placement cell (III and P Cell) 4.a Training & Placement Cell	Devang Shah
5.	Scholarship Cell	Jayandrath Mangrolia
6.	Student Counselling Committee	N B Desai
7.	ADIT Alumni Association	Devang Shah
8.	Women Development Cell	Priyanka Puvar
9.	Anti Ragging Squad	B J Sheth
10.	Grievance Redressal Cell	Nimit Patel
11.	SC/ST/OBC/SEDGs Cell	Manisha Makwana
12.	Library Committee	K J Chudasama
13.	Personality Development Program Committee	S K Mishra
14.	NSS Cell	Mehul Patel
15.	NCC Cell	Shivkumar Singh
16.	Clean campus, Green Campus Committee	Mehul Patel
17.	Various Professional Bodies / Students Chapters	K J Chudasama
18.	ADIT Publication and Periodicals Committee	Shivmurti Srivastava
19.	Website and Publicity (Social Media) Cell Committee	Aniruddh Kurtkoti
20.	Press and Media Cell	Sanjay Patel
21.	ADIT Hostel Administrative Committee	B J Sheth
22.	Food Safety and Standard Committee (Ref Act2006) + Potable Water	Shivmurti Srivastava
23.	Infrastructure Planning Committee	Rajiv Bhatt
24.	ADIT Committee of Reforms-ADIT CORE	M I Shah
25.	Institute Innovation Council (IIC)	Bhagirath Prajapati
26.	AICTE IDEA Lab	Y D Patel
27.	Academic Section	A S Nandane
28.	ADIT Central Committee	A R Tapre
29.	Office Automation Committee	Dinesh Prajapati
30.	PG and Research Committee	Mitesh Shah
31.	Physically Disability Grievances Redressal Committee	Hardik Shah
32.	Central Admission and Public Relation Committee	Anant Kulkarni
33.	Dead Stock Committee	Shivamurti Srivastava
34.	ISO Committee	Bhagirath Prajapati
35.	Emergency, Safety, Security and Lift maintenance Committee	Hardik Shah
36.	Cleaning & Waste Management Committee	Rajiv Bhatt
37.	Transportation and Logistic Committee	Sanjay Patel
38.	Civil, Electrical and Mechanical Maintenance Committee	Sankalp Bhatiya
39.	ADIT Disciplinary Committee	Kiran Patel
40.	ADIT Science Club	Abhay Dasadiya
41.	International Student Cell	Mehul Patel
42.	ADIT Houses Core Committee	Ajay Tapre
43.	Photography Committee	Jinal Bhagat
44.	Prize and Certificate distribution committee	Priyanka Puvar

45.	Hospitality Committee	Ishita Theba
46.	Light, Sound and Auditorium committee	K M Shah
47.	Fine arts and stage committee	Ankita Singh
48.	Intellectual Property Right cell	Ronak Shah
49.	ADIT Information System (AIS) Cell	Krunal Patel
50.	ADIT Cyber Security Club	Krunal Patel
51.	SSIP Cell	Gopi Bhatt
52.	COURSERA/MOOCs/SWAYAM/NPTEL Online Learning	Priyanka Puvar
53.	Environment audit cell	Rajiv Bhatt
54.	First year coordinator cell	S K Misra
55.	Literature Club	S K Misra
56.	Software and Servers Management (Institution) Cell	Hemanshu Patel

**A D PATEL INSTITUTE OF TECHNOLOGY**

**(Constituent college of CVM University)**

**NEW VALLABH VIDYANAGAR**

**VARIOUS COMMITTEES FOR THE A.Y. 2024-25**

To facilitate the planning and execution of various profiles and portfolios, the following Committees/Cells/Centre of Excellence (COE) is constituted as under for attaining the best overall performance of the institute.

**1. Internal Quality Assurance Committee (IQAC)**

The committee focuses on the feedback given by students for faculty and prepares plan for quality assurance and would implement and monitor quality assurance plan and develop suitable mechanism for staff motivation through awards for excellence in teaching. It would also suggest training seminars/workshop for overall holistic growth of the staff. They will also look after the accreditation by NAAC/NBA for all programs and University.

<b>IQAC Team</b>		
1	Chair Person, Principal – ADIT	Vishal Singh
2	Coordinator, Professor and Head, IT Dept.	Dr. N C Chauhan
3	Member, NBA Coordinator and Head, Civil Engg.	Dr. Rajiv Bhatt
4	Member, NAAC Coordinator; Head-EE Dept.	Dr. Hardik Shah
5	Member, Vice-President, ADIT Central Committee; NIRF & 2F Coordinator; FPT Dept	Dr. Ajay R Tapre
6	Member, Head, ME Dept	Dr. Y D Patel
7	Member, Faculty In charge, Administration	Dr. Nimit Patel
8	Member, Professor and Head, FPT Dept	Dr. Shivamurti Srivastava
9	Member, Asso. Prof. and Head, EC Dept	Dr. Pravin Prajapati
10	Member; Professor & Coordinator DT	Dr. Mitesh Shah,
11	Member, Faculty In charge –Academic section., FPT Dept	Dr. A S Nandane
12	Member, T & P Officer, and Alumni Convener	Mr. Devang Shah
13	Member, Coordinator SSS cell; FY Coordinator	Dr. S K Misra
14	Member, Coordinator CSD Dept	Dr. Gopi Bhatt,
15	Member, Coordinator, AI-DS Dept.	Dr. D J Prajapati
16	Member, Head CP Dept.; ISO Convener	Dr. Bhagirath Prajapati
17	Member, Head AE Dept	Dr. Sanjay Patel
18	Member, Convener, Women Development Cell	Mrs. Priyanka Puvar
19	Member, NAAC, IT Dept.	Mr. Trilok Suthar
20	Member, Office & Academic Section	Mr. Nirmal Sharma
21	Management Representative	CVMU IQAC Representative
22	Student Representative	General Secretary, Lady Representative
23	External Advisor	Mr. Bhagwat Bhatt, Director, Cipriani Harrison Valves Private Limited, Vitthal Udyognagar, Anand
24	External Member	Mr. Kuldeep Ruperilla (Alumni Representative), ERDA, Vadodara
25	External Member	Dr. Vinay Patel, Mechanical Engineering, BVM Engineering

		College, V V Nagar
<b>NAAC &amp; NBA Team*</b>		
1	Conveners	Dr. Hardik Shah, Dr. Rajiv Bhatt
2	Co-convenor	Prof. Trilok Suthar
3	Department Members	Prof. Simit Prajapati (AE), Prof. Axay shah (CE), Dr. Gopi Bhatt (CP), Prof. Vishal Sheth (EE), Khushali shah (EC), Dr. Ajay Tapre (FPT), Riddhi Shukla (IT), Prof. Harsh B Joshi (ME), Prof. Amit Dangi (AI-DS), Prof. Siddharath Shah (CSD), DR. Ronak shah (DT), Prof. Mitali Pitroda (Maths), Prof. Azim Mohhammad (SSS)
<b>NIRF, 2F, GSIRF, Other*</b>		
1	Convener	Dr. A R Tapre
2	Department Members	Prof. Simit Prajapati (AE), Prof. Axay shah (CE), Dr. Gopi Bhatt (CP), Prof. Vishal Sheth (EE), Khushali shah (EC), Dr. Archa Shah (FPT), Riddhi Shukla (IT), Prof. Harsh B Joshi (ME), Prof. Amit Dangi (AI-DS), Prof. Siddharath Shah (CSD), DR. Ronak shah (DT), Prof. Mitali Pitroda (Maths), Prof. Azim Mohhammad (SSS)
*As per the requirement other IQAC members shall provide their services to these sub committees.		

## 2. Internal Complaint Committee

The Internal Complaints Committee shall look after the following:

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

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asst Professor ME Dept.	Manisha Makawana
3	Member, CP Dept	Priyanka Puvar
4	Member, FPT Dept	Dipsa Patel
5	Member, IT Dept	Jitiksha Patel

6	Member, Non Teaching Staff	Sejalben Patel
7	Member, Non Teaching Staff	Manishaben Patel
8	Member, LR of institute	Ex-officio
9	Invited member of CVM University	University Nominee

### 3. Time Table Committee

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

1	Principal ADIT	Vishal Singh
2	Convener, Asst. Professor CP Dept.	Siddharth Shah
3	Co Convener, Asst. Professor IT Dept.	Trilok Suthar
4	Member, Asst Prof. Automobile Engineering	Yagnesh Gambhva
5	Member, Asst Prof. Civil Engineering	Darshan Yagnik
6	Member, Asst Prof., Computer Engineering and CSD	Kinjal Parmar and Jignasha Parmar
7	Member, Asst Prof., Electrical Engineering	Dhaval Tailor
8	Member, Asst Prof., EC Dept.	K M Shah
9	Member, Asst Prof., FPT Dept.	Kshitiz Kumar
10	Member, Asst Prof., IT Dept. and AIDS	Riddhi Shukala Vimal Bhatt
11	Member, Asst Prof. ME Dept	Tejas R. Prajapati
12	Member, Asst Prof., Mathematics Dept.	Mukesh D. Patel
13	Member, Asst Prof. SSS cell	Abhay Dasadia
14	Member, Asst Prof. DT Dept	R R Shah
15	ERP Coordinator	Keyur Patel

### 4. Industry, Institute Interaction and Placement Cell (III and P Cell)

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

1	Chair Person, Principal, ADIT	Vishal Singh
2	In charge T & P Officer	Minesh Amin
3	Convener, T & P officer	Devang Shah
4	Member, Assistant Professor, Automobile Engg.	Samarth Shelat
5	Member, Assistant Professor, Civil Engg	Axay Shah
6	Member, Asst Professor, Computer Engg.	Axit Kachhiya
7	Member, Assistant Professor, EE Engg	Paresh Modha
8	Member, Asso Professor, EC Engg.	P R Prajapati

9	Member, Asso Professor, FPT Dept.	A S Nandane
10	Member, Assistant Professor, IT Dept	Hemanshu Patel
11	Member, Assistant Professor, Mech. Engg Dept.	H B Joshi
12	Member, Overall for IT/CP/CSD/AIDS Dept	Krunal Patel
13	Member, Asst. Professor AIDS Dept	Ridhhi Shukla
14	Member, Asst. Prof. CSD Dept	Axit Kachhiya

## 5. Scholarship Cell

Scholarship cell at A D Patel Institute of Technology is working day and night with the objective of providing financial help to needy students, who want to pursue higher education but due to lack of money they cannot continue with their studies.

Our aim is to provide the quality education and none of the student is to be deprived of education due to financial circumstances.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asst. Professor IT Dept.	Jayandrath Mangrolia
3	Jt.-Coordinator 1, Asst. Professor, Mechanical Dept.	R R Shah
4	Jt.-Coordinator 2 & EC Department Coordinator	P R Prajapati
5	Member, AE Department Coordinator	Simit Prajapati
6	Member, CP Dept. and CSD Dept	Axit Kachhiya
7	Member, FPT Dept	Ankita Singh
8	Member, ME Dept	H B Joshi
9	Member, DT Dept	R R Shah
10	Member, AIDS Dept	Mayur Ajmeri
11	Member, IT Dept	Neha Chauhan
12	Member, Civil Dept	Axay Shah

Students from the weaker section of the society can also be provided with the equal opportunities. Through the simplified execution process, our students can avail the benefits from wide range of scholarships like CVM scholarships, SC/ST/SEBC scholarships, MYSY scholarships, CMSS scholarships, Minority Caste scholarships, AICTE (Pragati and Saksham) scholarships, PMSS, Railway scholarship.

## 6. Student Counseling Committee

The Convener remains in touch with the Academic section (CVMU/GTU) and will find out the list of the academically weak students ( $SPI < 2$ ) for 2 consecutive semesters and those who have completed 8 semesters. Necessary counselling will be done and interaction with parents for the benefit of the students will be a regular feature. The experts with human touch from society be invited for strengthening the counselling. Faculty Advisors may also be contacted if necessary for help through respective Head of Dept.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asso Prof. Maths Dept	N B Desai
3	Member, Asst Prof. EC Dept	Khushali Shah
4	Member, Asst Prof. FPT Dept	Dipsa Patel

### 7. ADIT Alumni Association

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

1	Chair Person, Principal, ADIT	Vishal Singh
2	Advisor, T & P Officer	Minesh Amin
3	Convener, Asst Prof. SSS Cell	Devang Shah
4	Co-convener, Asst Prof. Maths Dept.	Abahy Dasadiya
5	Member, Asst Prof., Maths Dept.	Sachin Patel
6	Member, Asso. Professor EC Dept.	P R Prajapati
7	Member, Asst Prof., Automobile Engineering	Samarth Shelat
8	Member, Asst Prof., Civil Engineering	Axay Shah
9	Member, Asst Prof., Computer Engineering	Aniruddha Kurtkoti
10	Member, Asst Prof., Electrical Engineering	Paresh Modha
11	Member, FPT Dept.	Anil Nandane
12	Member, IT Dept.	Jitiksha Patel
13	Member, ME Dept	Manisha Makwana
14	Member, Non Teaching staff,	Hitesh Patel
15	Almashine Coordinator	Nayan Mali

### 8. Women Development Cell

The Committee will focus on holistic development of women. They also look after the plan, execution and monitoring of all the activities with regard to women development. It will work forequal representation of women in all developmental activities of the college.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asst Professor CP Dept.	Priyanka Puvar
3	Co Chair, Asst. Prof. ME Dept	Manisha Makawana
4	Member, Asst Prof, IT Dept	Jitiksha Patel
5	Member, Civil Dept	Chhaya Brambhatt
6	Member, FPT Dept	Dipsa Patel
7	Member, Non Teaching FPT Dept	Raina Patel
8	Member, Non Teaching Staff	Sejalben Patel
9	Member, Non Teaching Staff	Manishaben Patel

### 9. Anti-Ragging Squad

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asst Professor & Rector, ME Dept.	B J Sheth
3	Member, Head of Food processing Technology	Shivamurti Srivastava
4	Member, Head of Electronics and Communication	P R Prajapati
5	Member, Head of Electrical Engineering	Hardik Shah
6	Member, Head of Civil Engineering	Rajiv Bhatt
7	Member, Head of Computer Engineering	Bhagirath Prajapati
8	Member, Head of Information Technology	Narendra Chauhan
9	Member, Head of Automobile Engineering	S M Patel
10	Member, Head of Mechanical Engineering	Y D Patel
11	Member, SSS Coordinator	S K Misra
12	Member, Maths coordinator	M D Patel
13	Member, Hostel superintendent	Chirag Soni
14	Member, Hostel superintendent	Hiten Ataliya



15	Member, Hostel Superintendent	Keyur Patel
16	Member, Hostel Superintendent	Shailesh Patel
17	Member, Hostel Superintendent	Kshitij Kumar
18	Member, coordinator AI& DS	Dinesh Prajapati
19	Member, Coordinator CSD	Gopi Bhatt
20	Member, Coordinator DT	Mitesh Shah
21	Member, Boys Hostel Superintendent	Hitesh B Patel
22	Member, Boys Hostel Superintendent	Hitesh P Patel
23	Member, Girls Hostel Superintendent	Mrs. Manisha Patel

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

#### 10. Grievance Redressal Cell

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, AE Dept	Nimit Patel
3	Member, Head of Food processing Technology	Shivamurti Srivastava
4	Member, Head of Electrical Engineering	Hardik Shah
5	Member, Head of Civil Engineering	Rajiv Bhatt
6	Member, Head of Computer Engineering	Bhagirath Prajapati
7	Member, Head of Information Technology	Narendra Chauhan
8	Member, Head of Automobile Engineering	S M Patel

This committee shall look into any grievance of students or staff members of ADIT and will suggest necessary action. Convener is used to call meeting of the concerned members for the help of the students.

#### 11. SC/ST/OBC/SEDGs Cell

The committee will focus on the holistic development of SC/ST students. It also plan, executive and monitor all the activities in regards to SC/ST student's development. Efforts to enhance scholarship and financial help for such students shall be made from Government& NGOs and supervised by this committee. It also look after the data required to be filled on UGC portal and CVM university too.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asst Professor ME Dept.	Manisha Makwana
3	Member, IT Dept.	Ranna Makwana
4	Member, CP Dept	Sheetal Macwan

#### 12. Library Committee

Students and faculty members are encouraged for maximum use of library by this Committee. Members shall discuss with concerned Head and faculty members of respective dept. for subscribing new books/ eBooks, IS Codes, journals/e journals, web portals, e-usage, Conference proceedings etc. IEEE/ DELNET/ INDEST/ e-journal facilities be made available. Meet frequently and convey suggestions from faculty members and prepare proposals for increasing facilities regularly and submit to Principal for doing needful. The Librarian continuously monitors the budget, new arrivals, No. of journals/ e- journals, internet connectivity of Library e- journals as per AICTE requirements. The



maintenance of stacks, reference section, and new arrivals are regularly carried out and monitored. It arranges book fairs periodically for students and faculty.

It prepares library web page with the help of website and automation committee. Library catalogue search interface, journals and their login procedure, list of books, availability of e-books purchased in the last three years, names and contact details of committee members, etc. shall be made available in the library webpage.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Associate Professor, Electrical Engineering	K J Chudasma
3	Member, Assistant Professor, Automobile Engg.	Satyavrat Patel
4	Member, Assistant Professor, Civil Engg	Axay Shah
5	Member, Assistant Professor, Computer Engg.	Ishita Theba
6	Member, Asst Professor, EC Dept	Khushali Shah
7	Member, Asst Professor, EE Dept	Vishal Sheth
8	Member, Assistant Professor, FPT Dept.	Pravin Ganorkar
9	Member, Associate Professor, IT Dept	Anjali Rajput
10	Member, Assistant Professor, DT Dept.	Ronak Shah
11	Member, Assistant Professor, SSS cell.	Hiral Mistry
12	Member, Assistant Professor, ME Dept.	Krunal Shah
13	Member, Assistant Professor, Maths Dept.	Kinnari Patil

### 13. Personality Development Program Committee

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

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener	S K Misra
3	Member, CP Dept	Priyanka Puvar
4	Member, SSS Cell	Shivkumar Singh
5	Member, T& P Coordinator	Minesh Amin
6	Member, ME Dept	Manisha Makwana
7	Member, FPT Dept	Ankita Singh
8	Member, SSS cell	Ishan Pandya
9	Member, Me Dept	Mehul Patel

### 14. National Service Scheme (NSS) Cell

National Service Scheme (NSS) at ADIT CVMU is a forum for students to develop their skills in professionalism through the social services. Here students learn to conduct activities, participate in activities of social services, emergency services, health services, national services, etc. Central Government is funding the NSS activities and providing opportunity to the college students to become more responsible and professional. I am thankful to Dr Vishal N Singh and CVMU management to provide me such opportunity. I warmly welcome students of ADIT to join the forum and explore their inner qualities through the platform provided by NSS ADIT CVMU.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener –Mechanical Engg. Dept	Mehul Patel
3	Co Convener, Assistant Professor, ME Dept	Manisha Makwana
4	Member, CP Dept	Paresha Brambhatt
5	Member, Maths Dept	Harsh Kothari

### 15. National Cadet Corps (NCC) Cell

NCC cell has been framed at ADIT with following objectives:

1. To develop qualities of character, courage, commandership, discipline, leadership, secular outlook, spirit of adventure and sportsmanship and the ideals of selfless service among the youth to make them useful citizen.
2. To create a human resource of organised trained and motivated youth to provide leadership in all walks of life including the Armed Forces and be always available for the service of the nation.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener – Asst. Professor, SSS Cell	Shivkumar Singh
3	Member, IT Dept	Shayan Saiyad

### 16. Clean campus, Green Campus Committee

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

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener –Mechanical Engg. Dept	Mehul Patel
3	Member, Assistant Professor, Civil Engg	Bhavin Patel
4	Member, Assistant Professor, FPT Dept.	Deep Patel

### 17. Various Professional Bodies/Student Chapters

Institute runs various Professional Bodies/Chapters for the benefit of the students and faculties. The main objective of all these chapters is to organize various technical events e.g. Expert talk, National/International Conference, Faculty development Program etc.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asso Prof. EE Dept	K J Chudasama
3	ISTE Faculty + student Chapter	P R Prajapati
4	IEEE student branch counselor	Jitiksha Patel
5	SAE student Chapter	Nimit Patel
6	SME student chapter	Tejash Prajapati
7	ISHRAE student chapter	R R Shah
8	AFSTI student chapter	Anil Nandane
9	IDA student chapter	Rajeev Kumar
10	IGBC student chapter	Rajiv Bhatt

### 18. ADIT Publication Committee

Committee will take care about the publication of newsletter at institute level, which will be published on quarterly basis.

1	Chair Person, Principal, ADIT	Vishal Singh
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2	Convener	Shivamurti Srivastava
3	Editor in Chief	S K Misra
4	Member, AE Dept	Samarth Shelat
5	Member, CE Dept	Axay Shah
6	Member, ME Dept	Mehul Patel
7	Member, EE Dept	Paresh Modha
8	Member, CP Dept	Priyanka Puvar
9	Member, FPT Dept	Ankita Singh
10	Member, IIP Cell	Devang Shah
11	Member, Academic Section	A S Nandane
12	Member, CSD Dept	Axit Kachhiya
13	Member, AIDS Dept	Mayur Ajmeri
14	Member, DT Dept	Sakshi Mishra
15	Member, SSS cell	Ishan Pandya

### 19. Website and Publicity (Social Media) Cell

The Committee will keep ADIT website up-to-date by contacting the concerned Head and Administrative Officer (For administrative data and information). The concerned staff should be given training of operating his accounts / work. To create infrastructural frame work for creating student email ID at the time of admission. To develop online fee payment facility. Development of library web page in consultation with library & competitive exam committee. To share NPTEL resources in internal LAN network through library web page. To create email IDs of all functionaries like Heads, Academic Section, Scholarship cell etc.

This cell is managing the ADIT's official Social media pages as follows.

1. Instagram: [https://www.instagram.com/adit\\_cvmuniversity](https://www.instagram.com/adit_cvmuniversity)
2. Facebook: <https://www.facebook.com/adit.cvmuniversity>
3. LinkedIn: [https://www.linkedin.com/school/adit\\_cvmuniversity](https://www.linkedin.com/school/adit_cvmuniversity)
4. Twitter: [https://twitter.com/adit\\_cvmu](https://twitter.com/adit_cvmu)
5. YouTube: <https://www.youtube.com/ADITCVMUniversity>

The cell is posting a poster and content on ADIT's social media pages received from head of the institute, Central event coordinator & any other committee, which need to be publicized on social media. It is also managing the YouTube live session (on ADIT YouTube channel) of the event if requested by the central event coordinator.

1	Chair Person, Principal, ADIT	V N Singh
2	Convener, IT Dept	Nayan Mali
3	Member, CP Dept	Aniruddh Kurtkoti
4	Publicity coordinator, CP Dept.	Prerak Thakkar
5	Member, IT Dept	Krunal Patel
6	Member, IT Dept	Hemanshu Patel

### 20. Press and Media Cell

The committee is responsible for sending any achievement/activity of the institute to the different newspapers for press release under education section. A write up is prepared for the achievement/activity and the same write up is communicated with different newspaper contacts through email after approval of Principal, ADIT. Once the article is published in newspaper, the same article is sent to ADIT website for dissemination.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asso Professor and Head AE Dept	S M Patel
3	Member, EE Dept	Paresh Modha
4	Member, AE Dept	Samarth Shelat

### 21. ADIT Hostel Administrative Committee

Present committee contributes in monitoring, inspection and facilitating hostel resident students for their problems. They are also actively involved in solving the maintenance problem of the hostel. They are also part of the hostel anti-ragging committee too.

1	Chair Person, Principal, ADIT	Vishal Singh
3	Convener, Hostel Rector, Asst. Prof. ME Dept.	B J Sheth
4	Member, Hostel superintendent	Chirag Soni
5	Member, Hostel superintendent	Hiten Ataliya
6	Member, Hostel Superintendent	Keyur Patel
7	Member, Hostel Superintendent	Shilesh Patel
8	Member, Hostel Superintendent	Kshitij Kumar
9	Member, Hostel Superintendent (Girls)	Manisha Patel
10	Member, Hostel superintendent	Hitesh B Patel
11	Member, Hostel Superintendent	Hitesh P Patel

### 22. Food Safety and Standard Committee (Ref Act 2006) + Potable Water

This committee will guide the hostel Rector and Superintended to ensure the quality of food served by the mess and to check the quality of potable water of ADIT campus.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Advisor, Head, FPT Dept	Shivamurti Srivastava
3	Convener, Asso Prof. EC Dept (For Food)	P R Prajapati
4	Member, FPT Dept. (For Potable Water)	Ankita Singh
5	Member, FPT Dept	Raina Patel

### 23. Infrastructure Planning Committee

The members will meet, discuss and implement the new infrastructure to be created, renovation and modification of infrastructure that is suggested by core planning group. They will study the proposal and will work out all necessary details in consultation with Principal and Hon. Jt. Secretary, Estate Section, CVM and will submit to the Principal for necessary further action. The planning and development of central facilities like central library, central computer centre, electrical supply, etc. shall also be done by this committee.

The Committee will see that reports received regarding Civil, Mechanical, Electrical, Computer, Computer Networking EPABX, Elevator, Generator, Refrigeration & Air-conditioning, Plumbing &

Sanitary, Carpentry, etc. for repairing/maintenance/modification/new infrastructure development is executed promptly to the satisfaction of concerned Head of Dept. The Committee will also regularly inspect and look into maintenance of ADIT Auditorium and ADIT Canteen, Central Water Tank and surroundings in order to keep infrastructure well maintained.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Head - Civil Engineering	Rajiv Bhatt
3	Member, Asst. Professor- Civil Engineering	Bhavin Patel
4	Member, Asso Professor and Head, Electrical Engineering	Hardik Shah
5	Member, Asso Prof. and Head, Mechanical Engg.	Y D Patel
6	Member, Asso Prof and Head, Computer Department	Bhagirath Prajapati
7	Member, Professor and Head, IT Dept.	N C Chauhan
8	Member, Asso. Professor	Dinesh Prajapati

#### 24. ADIT Committee of Reforms – ADIT CORE

ADIT CORE committee consist of all departmental heads and various academic cells e.g. Maths, First Year Coordinator and timetable etc. Present Committee mainly focuses on academic activity, co-curricular activity, admission process, Institute website, ERP, Alumni cell etc. As per the instructions of Principal Sir, meeting of all core committee members is scheduled on every Saturday in ADIT Conference room, where all Head of departments present brief report on the activities done by their Department/Cell. Internal Examination schedule and planning of timetable is also be exhaustively discuss in this meeting.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Professor Mechanical Engineering	M I Shah
3	Member, Head FPT Dept.	Shivamurti Srivastava
4	Member, Head EC Dept.	P R Prajapati
5	Member, Head EE Dept	Hardik Shah
6	Member, Head Civil Dept	Rajiv Bhatt
7	Member, Head CP Dept	Bhagirath Prajapati
8	Member, Head IT Dept	Narendra Chauhan
9	Member, Head AE Dept.	S M Patel
10	Member, Maths Coordinator	M D Patel
11	Member, First year Coordinator and SSS Coordinator	S K Misra
12	Member, Academic Section In charge	A S Nandane
13	Member, Library In charge	K J Chudasma
14	Member, AIDS coordinator	Dinesh Prajapati
15	Member, Head Mechanical Engineering	Y D Patel
16	Member, Convener Admission committee-FPT Dept	Anant Kulkarni
17	Member, Web site design – CP Dept	Nayan Mali
18	Member, Convener Anti Ragging committee- ME Dept	B J Sheth
19	Member, T& P Coordinator	Devang Shah
20	Member, coordinator, Computer science and Design	Gopi Bhatt

#### 25. Institute Innovation Council (IIC)

The institute has started Institute Innovation Council (IIC) in September-2020 as per the norms of MIC (Ministry of Education (MoE), Innovation Cell, Govt. of India). A network of IIC is established to promote innovation in the Institution through multitudinous modes leading to an innovation promotion eco-system in the campus. The council is responsible to conduct various innovation and entrepreneurship-related activities prescribed by Central MIC in time bound fashion. Institution's Innovation Council focuses on organization of ideas competition, periodic workshops/seminars/interactions with entrepreneurs, investors, professionals and create a mentor pool for student innovators.

1	President, Principal – ADIT	Vishal Singh
2	Vice President, Head of Mechanical Engineering	Y D Patel
3	Convener, Asso. Professor, CP Dept,	Bhagirath Prajapati
4	Co convener, CP Dept	Khushali Patel
5	Internship Activity Coordinator	Devang Shah
6	Social Media	Prerak Thakkar
7	NIRF Coordinator, ARIIA Coordinator	A R Tapre
8	IPR Activity Coordinator + Kapila Coordinator	Ronak Shah
9	Innovation Activity	Priyanka Puvar
10	Yukti + NIS coordinator	Krunal Patel
11	SSIP Coordinator	Ankita Singh, Gopi Bhatt

The Institute Innovation Council was developed with the prime goal to enlighten the innovative idea at the institute through financial and mentoring aid. Under this scheme, any individual or group of students having innovative idea/concept is eligible. There are three main pillars of the innovation cell: Start-up, Entrepreneurship and IPR. Institute provides necessary infrastructure through awareness programs, seminars, webinars, training, mentoring and financial aid for fulfilling all the pillars. Specific laboratory and space is provided at Institute workshop so that teams can work and utilize the institute facilities. Entrepreneurship development cell is also developed for students who are ready to convert their innovative ideas into business. Various short term training program have already organized for entrepreneurship awareness among stakeholders through industry experts and successful entrepreneurs. Institute has got the support from Gujarat Knowledge Society, Government of Gujarat for developing Student Start-up and Innovation Cell for financial year 2018-2021. Presently, more than 60 projects with novel idea are supported through technical and financial help.

## 26. AICTE IDEA Lab

ADIT has been selected among 49 colleges across India by AICTE to establish IDEA Lab co funded by CVM University. Institute has received the total grant of 1.10 crore from both the agencies equally. For development and procurement of the all lab instruments following committee has been constituted by the institute

1	Chair Person and Chief Mentor, Principal, ADIT	Vishal Singh
2	Coordinator, Asso. Prof. and HOD Mech. Engg.	Y D Patel

3	Co-Coordinator, Asst. Prof, EE Dept.	Dhaval Tailor
4	Member, Asst. Prof. ME Dept.	Sankalp Bhatiya
5	Member, Asst. Prof. EC Dept.	K M Shah
6	Member, Asst. Prof. AE Dept.	Nimit Patel
7	Member, Asst. Prof. AE Dept.	Yagnesh Gambhva
8	Member, Asst. Prof. CE Dept.	Bhavin Patel
9	Member, Asst. Prof. CE Dept.	Axay Shah
10	Member, Asst. Prof. CP Dept.	Priyanka Puvar
11	Member, Asst. Prof. CP Dept	Aniruddha Kurtkoti
12	Member, Asst. Prof. FPT Dept.	P M Ganorkar
13	Member, Asst. Prof. FPT Dept.	Ankita Singh
14	Member, Asst. Prof. SSS Cell	Abhay Dasadiya
15	Member, Asst. Prof. III cell	Devang Shah
16	Member, Asst. Prof. IT Dept	Jinal Bhagat
17	Member, Asst. Prof. IT Dept	Rannaa Makwana

### 27. Academic Section

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

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asst. Prof. FPT Dept. + UFM Convener	A S Nandane
3	Exam Coordinator, ME Dept + UFM Convener	Vaishal Bankar
4	Exam Co Coordinator, IT Dept	Keyur Patel
5	MDP Coordinator, EE Dept	Vishal Sheth
6	Member, Assistant Professor, Automobile Engg.	Simit Prajapati
7	Member, Assistant Professor, Civil Engg	Darshan Yagnik
8	Member, Assistant Professor, Computer Engg.	Prerak Thakkar
9	Member, Asst. Professor, EC Dept	K M Shah
10	Member, Asst. Professor, EE Dept	Vishal Sheth
11	Member, Assistant Professor, FPT Dept.	P M Ganorkar
12	Member, Asst. Professor, IT Dept	Jitiksha Patel
13	Member, Assistant Professor, ME Dept.	Krunal Shah
14	Member, Assistant Professor, CSD Dept.	Aniruddha Kurtkoti
15	Member, Assistant Professor, AI & DS Dept.	Mayur Ajmeri
16	Member, Assistant Professor, DT Dept	Ronak Shah
17	UFM Committee member, AE Dept	Sanjay Patel
18	UFM Committee member, CP Dept	Bhagirath Prajapati
19	UFM Committee member, CE Dept	Rajiv Bhatt

### 28. ADIT Central Committee

ADIT Students Core Committee is constituted with following role and responsibilities:



- 1) Every academic year constitute the ‘College Students Committee’ by selecting General Secretary- Students, Lady Representative and one student member of each department
- 2) To conduct Institute Central Event ‘Annual Day’ celebration
- 3) The Committee is responsible for recommending the policies that address the extra-Curricular needs of the student body
- 4) To coordinate the Institute Tech-Fest, Cultural Programs, Performance and contests
- 5) It will look after the Indoor and Outdoor activities.
- 6) Publication Magazine
- 7) Social Service and Social Relief Activities.
- 8) To monitor and review the ‘Houses Activities’ of the institute

1.	President, Principal, ADIT	Vishal Singh
2.	Vice President	Ajay Tapre
3.	Secretary	Aniruddha Kurtkoti (Head, Design Team)
4.	Joint Secretary	Prerak Thakkar (Head, Social Media Team)
5.	Cultural Coordinator	Sachin Patel, Chinmay Joshi
6.	Sports Coordinator	Kiran Patel, Yagnesh Gambhava
7.	General Secretary (Student)	As Nominated
8.	Ladies Representative (Student)	As Nominated
9.	House Master of Shaheed Bhagat Singh	Shivkumar Singh
10.	House Master of Netaji Subhash Chandra Bose	Krunal Shah
11.	House Master of Mahatma Gandhi House	Priyanka Puvar
12.	House Master of Sardar Patel House	Manisha Makwana
13.	Department Representative	Yagnesh Gambhva (AE), Bhavin Patel (CE), Kinjal Parmar (CP), Paresh Modha (EE), Kalpesh Shah (EC), Deep Patel (FPT), Jitiksha Patel (IT), B J Sheth (ME), Sakshi Mishra( DT), Kinnari Patil (SSS Cell)
14.	Office Administrative Officer	Pradip Patel
15.	In charge Academic Section	A S Nandane, Vaishal Bankar
16.	In charge Alumni Association/Event Management	Devang Shah
17.	In charge Woman Development Cell	Priyanka Puvar
18.	Convener-NSS Cell	Mehul Patel
19.	Convener - NCC Cell	Shivkumar Singh

## 29. Office Automation Committee

Committee members will look after the ADIT EPABX, audio and video related issue. CCTV planning and maintenance will also be taken care by the same committee. Biometric machine maintenance, planning and purchase will also be taken care by the same committee.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Associate Professor IT Department	Dinesh Prajapati
3	Coordinator, Computing Resource Management	Dinesh Prajapati
4	Coordinator, Computer Hardware Maintenance	Dinesh Prajapati
	Member, Computer Hardware Maintenance	Vipulbhai R Patel (CP) Nimesh Patel (CP)
5	Coordinator, Internet and Networking (Planning and Maintenance)	Anand Pandya
	Member, Internet and Networking (Planning and Maintenance)	Priyank Joshi (IT) Hitesh P Patel (IT)
6	Coordinator, CCTV Planning and Maintenance	Anand Pandya
	Member, CCTV Planning and Maintenance	Priyank Joshi (IT) Hiten Atalia (CP)
8	Coordinator, EPABX, Audio and Video	K M Shah
	Member, EPABX, Audio and Video	Ramesh Parmar
9	Coordinator, UPS maintenance	Vishal Sheth
	Member, UPS maintenance	Hiten Atalia (CP)
10	Coordinator, Biometric maintenance	Chinmay Joshi
11	Member, Cartridge refilling	Nimesh Patel (CP)
12	Coordinator, Smartboard	Dinesh Prajapati
	Member, Smartboard	Hiten Atalia (CP) Hiral Patel (IT)

### 30. PG and Research Committee

The Committee will encourage the faculty members of respective department for R&D work R&D projects, MODROB projects to be sent to AICTE and articles to be sent to local/ state/national / international journals. The proposals to be submitted to AICTE, ISTE, GUJCOST /DST and other funding agency should be submitted to the undersigned through the Convener of the above committee. The research & innovation of students can be extended to patent and product development with the help of Government funding for incubators and policies & Projects like student start-up & Innovation Policy (SSIP).

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Professor ME Dept	Mitesh Shah
3	Member, Asso. Professoer EC Dept	P R Prajapati
4	Member, Asso Professor FPT Dept	A S Kulkarni
5	Member, Asst. Professor FPT Dept	Ksitijkumar
6	Member, EE Dept	K J Chudasama

### 31. Physically Disability Grievances Redressal Committee

The role of this committee is to take care of physically disable stakeholders by understanding and resolving of their grievances.

1	Chair Person, Principal, ADIT	Dr. Vishal Singh
2	Convener, Asso Professor, EE Dept	Dr. Hardik Shah
3	Member, Asst. Professor, IT Dept.	Prof. Anjali Rajput

### 32. Central Admission and Public Relation Committee [will be provided by A S Kulkarni]

Admissions play an important role in the functioning of educational institute. The main objective of the admission committee is to follow a standard procedure to conduct admissions activity smoothly by streamlining the admission process.

The Admissions Committee is responsible for the First year BE, D2D and PG admissions of the institute. This committee is responsible to develop contacts with Std. XII, Diploma and UG students with the goal of identifying potential candidates who would be more appropriate for the admission.

The predominant responsibility of the admission committee is to facilitate and counsel the students in various aspects to make the students ready for their admissions. As a part of counselling students are made aware about the institute facilities and infrastructure by visiting the class rooms, lab and central facilities, faculty profile and also enlighten about the career opportunities in the respective field.

1	Chairperson, Principal, ADIT	Dr. Vishal Singh
2	Convener and First year admission coordinator, Asso Professor, FPT Dept	Dr. A S Kulkarni
3	Document Verification and seat Matrix Asst Professor, AE Dept	Dr. Nimit Patel Mr. Nirmal Sharma
4	D2D Coordinator, Head, AE Dept	Dr. S M Patel
5	Front Desk Coordinator, Asst Professor, IT Dept.	Prof. Jayendrath Mangroliya, Prof. Vimal Bhatt
6	Department Members	Dr. Nimit Patel (AE), Prof. Jayandrath Mangarolia (IT), Prof. Khushali Shah (EC), Prof. Harsh Joshi (ME), Dr. N B Desai (Maths), Ridhhi Shukla (IT), Prof. Sheetal Macwan (CP), Prof. Prerak Thakkar (CP)
7	Member, IT Dept, IT support, Design, and updating online counselling portal	Prof. Nayan Mali

### 33. Dead Stock Committee

This committee will provide all dead stock data pertaining to different departments to CVM/CVMU

- To find out the usages of instruments/equipment's/machinery having the cost less than 4Lakhs.
- To avoid the multiple purchasing of same instruments/equipment's/machinery
- If instruments/equipment's/machinery are obsolete, recommend to go for write-off process
- If possible, increase the usages of instruments/equipment's/machinery irrespective to department rather than confined to single department

1	Chair Person, Principal, ADIT	Vishal Singh
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2	Convener, Head FPT	Shivmurti Srivastava
3	Member, EE Dept	Hardik Shah
4	Member, AI & DS Dept	Dinesh Prajapati

#### 34. ISO Committee

To implement and monitor the international standard, A. D. Patel Institute of Technology has established, implemented, maintained and continually improves a Quality Management system, including the processes needed and their interactions through ISO 9001:2015 process. This process is well organized and documented, which is looked after by various process owners and monitored by Principal, QMS coordinator and chief-internal auditor. Moreover, through internal and surveillance audits, the proven quality management system is continuously reviewed.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Head CP Dept	Bhagirath Prajapati
3	Chief Internal Auditor, FPT Dept	A S Kulkarni
4	Member, Process Owner, Administration	Nimit Patel
5	Member, Process Owner, Academic	A S Nandane, Vaishal Bankar
6	Member, Process Owner, Co-curricular activities	Manisha Makwana
7	Member, Process Owner, Cultural activities	Chinmay Joshi
8	Member, Process Owner, Industry Institute Interactions	Devang Shah
9	Member, Process Owner, Library Services	K J Chudasma
10	Member, Process Owner, Relationship with stakeholders	Ishitha Theba
11	Member, Process Owner, Classroom teaching	P R Prajapati
12	Member, Process Owner, Laboratory teaching	K J Chudasama
13	Member, Process Owner, IT services	Narendra Chauhan
14	Member, Process Owner, Emergency, Safety and other supplementary facilities	Hardik Shah
15	Member, Process Owner, Outsourced facilities	M D Patel
16	Member, Process Owner, Physical education and sports	Kiran Patel

#### 35. Emergency, Safety, Security and Lift Committee

This process includes establishment of safety instruments i.e. Fire extinguisher & CCTV, Usage & replacement of Medicines in the First Aid Box, Water chlorination record, Electrical safety, Maintenance of Lift and Generator. Committee members will monitor, maintain and enhance the facility continuously.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Head EE Dept	H A Shah
3	Member, W/S Superintendent	Sankalp Bhatia
4	Member, Asst Professor EC Dept	K M Shah
5	Member, Asst Professor, AE Dept	Samarth Shelath
6	Member, Senior Clerk	Pradip Patel
7	Member, Asst Prof. SSS Cell	ShivKumar Singh
8	Member, Asso Prof. Maths Dept	N B Desai
9	Member, General Supervisor	Vishal Patel
10	Member, Head, CE Dept	Rajiv Bhatt

#### 36. Waste Management Committee

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Head Civil Dept.	Rajiv Bhatt

3	Member, Asso. Prof. EE Dept	K J Chudasama
4	Member, Asst Prof. ME Dept	B J Sheth
5	Member, General Supervisor	Vishal Patel

This committee will look after identification and reuse/disposal of waste for water, electricity, food, furniture, stationary and other house hold items at institute and department level. It will prepare the waste management plan and carry out audit of waste generations. The committee will see that all processes of utilization of above resources are optimized in a way that leads towards reduction of waste generation. Committee will also look for use of wastes as reuse or recycling.

### 37. Transportation Committee

The committee provides transportation facility to any delegates coming to the institute for any function/program. Vehicles available at the institute/CVM are used for the same purpose. Committee also makes a schedule and arrangement for the transportation in case a big event being organized by institute/CVM.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Head, AE Dept	S M Patel
3	Member, Asst Professor AE Dept	Simit Prajapati
4	Member, Clerk	Jignesh Patel

### 38. Civil, Electrical And Mechanical Maintenance Committee

The present committee looks after the maintenance of the entire New V V Nagar Campus. Institute has a huge central workshop which helps in all carpentry, welding, water cooler, and air conditioning repairing etc related work. Electrical department helps in managing electrical load at the institute level and maintaining the DG Set of the Institute. All masonry related work is used to manage by the civil department across the institute and campus.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, W/S In charge	Sankalp Bhatiya
3	Member, Head, ME Dept	Y D Patel
4	Member, Head, Civil Dept	Rajiv Bhatt
5	Member, EE Dept	Dhaval Tailor
6	Member, Civil Dept	Bhavin Patel

### 39. ADIT Disciplinary Committee

The role of this committee is to take care of the discipline during the various functions of the institute e.g. Annual Day, Ratri Before/After Navratri, and Cultural Program etc. They also used to take care of academic discipline of the institute during day to day.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Member, Sports	Kiran Patel
3	Member, SSS Cell	Shivkumar Singh
4	Member, AE Dept	Yagnesh Gambhava
5	Member, NSS Team	Paresha Brambhatt
6	Member, NSS Team	Harsh Kothari

### 40. ADIT Science Club

- To introduce observational, logical and analytical approach among the students.
- To gain basic knowledge of engineering sciences.
- To develop awareness and concern for scientific issues in personal, social, environmental and technological contexts.
- To established a link among Science, Mathematics and Engineering.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asst Professor SSS Cell (Overall + Ancient Science club)	Abhay Dasadiya
3	Co convener, Energy Awareness club	Bhaumik Sheth
4	Co convener, Space and Astronomy club	Abhay Dasadiya
5	Co convener, Mathematics club	N B Desai

#### 41. International Student Cell

ADIT has started foreign student cell in A Y 2012-13 to take utmost care of foreign students admitted in ADIT and staying in ADIT Hostel. This cell involves in all GTU and ICCR correspondence of foreign students and monitoring over all progress.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, ME Dept.	Mehul Patel
3	Member, CP Dept	Vimal Bhatt

#### 42. Houses Core Committee

The purpose of house system is to inculcate value system of great visionaries and to guide and support the academic, social and personal development of each student during their time at Institute. Entire students, faculty members and staff members of the Institute irrespective of their department are equally divided into four Houses. The role of each house is to arrange the In-house and Inter-house events/competitions and encourage the students for participation.

Position	Mahatma Gandhi House	Netaji Subhash Chandra Bose House	Sardar Vallabhbhai Patel House	Shaheed BhagatSingh House
House Master	Priyanka Puvar	Krunal Shah	Manisha Makwana	Shivkumar Singh
House Co-master	Mehul Patel	Simit Prajapati	Devang Shah	Jitiksha Patel
House Co-master	Yagnesh Gambahva	Abhay Dasadiya	Axay Shah	Krunal Patel

#### 43. Photography committee

The constituted committee will look after the following activities as well as the work assigned by the chair of the institute:

- Arrangement of photography in all the events organized by the institute in consultation with event coordinator.
- Submission of soft copy of photographs to event coordinator for wide publicity in social media and record for the institute.

1	Convener	Jinal Bhagat
2	Member	Khushali Patel

#### 44. Prize and Certificate Distribution committee

The constituted committee will look after the following activities in order to complete the event successfully:

- Collection of certificate/memento/prize/bookie from event coordinator and to distribute it to concerned Guest/faculties/students etc.
- Proper sequencing and distribution of certificates/memento/bookie and prize during the event.
- Maintain the record of absent students and handover the remaining certificates/memento/prizes to concern event coordinator.

1	Convener	Priyanka Puvar
2	Member	Darshan Yagnik
3	Member	H B Joshi
4	Member	Jignasa Parmar

#### 45. Hospitality committee

This committee will look after the work assigned by the chair of the institute as well as following different activities:

- Welcoming and guiding of Guest from Parking to Venue.
- Arrangements of refreshment and drinking water.
- Guest arrangements of conference room.
- Arrangement of Guest accommodation if required

1	Convener	IshitaTheba
2	Member	Priyanak Puvar
3	Member	Khushali Shah
4	Member	Kinnari Patil
5	Member	Vishal Patel

#### 46. Light, Sound, Auditorium committee

Following activities will be taken care by the constituted committee for the smooth functioning of the institute

- Maintenance of the institute sound and lighting system
- Purchase/Rented sound and lighting system along with its configuration
- Booking and scheduling of auditorium in consultation with event coordinator and Head of the institute.
- LCD Projector along with screen for the auditorium

1	Convener	K M Shah
2	Member	Vishal Sheth
3	Member	Hemaben Patel
4	Member (For Air conditioning)	Gopal Patel
5	Supporting staff	Romal Patel



6	Member	Ramesh Parmar
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#### 47. Fine Arts and Stage Committee

The present committee will look after the following activities for better representation of the institute:

- Decoration for all the events organized by the institute.
- Stage set up consist of name plate of guest and drinking water
- Procurement of Bookie with consultation of event coordinator
- Set up for the Prayer, Anchoring and Lighting of lamp.

1	Convener	Ankita Singh
2	Member	Mitali Pitroda
3	Member	Jitiksha Patel
4	Member	Sankalp Bhatia

#### 48. Intellectual Property Rights Cell

As per National IPR policy, ADIT has formulated and implemented IP policies for effective implementation, promotion of innovation, generation, and protection of Intellectual Property Rights. Intellectual property rights is an umbrella term that includes patents, copy rights, trade Marks, Design Registration, Plant Variety, Trade Secrets and geographical Indications. The IPR Cell provides a basic knowledge of geographical indication, IPR, patent concepts and procedure of filling the patents at national & international level. The IPR Cell also advices to researcher about trade mark, Copyrights Brand name, etc.

Intellectual Property Cell on behalf of Research Cell looking after following activities:

- IPR cell is responsible for arranging social activities for members of the organization and promotes knowledge of intellectual property law by lectures, discussions, books, correspondences, pamphlets, dissemination of information or otherwise.
- IPR cell shall assist and facilitate owner of intellectual property.
- IPR cell shall conduct training and capacity building activities for students and faculty and seeks affiliation with National or International bodies keeping in view of the fact that personal empowerment and convergence plays a crucial role in IPR issues.
- IPR cell shall monitor all the IPR concerned on-going activities in the Institution, maintains the data, records and documentations at IPR cell.
- To guide & advise researchers on how to obtain & sustain patents and help them approach patent information centre (PIC).

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Assistant Professor, ME Dept	Ronak shah
3	Member, Professor, IT Dept	Narendra Chauhan
4	Member, Professor, ME Dept.	Mitesh I shah
5	Member, Associate Professor, EC Dept.	Pravin Prajapati
6	Member, Asst. Professor, FT Dept	Ankita Singh

#### 49. ADIT Information System (AIS) Cell

The AIS (ADIT Information System) cell at A D PATEL INSTITUTE OF TECHNOLOGY provides essential digital solutions for our institute, including online attendance management, counselling support, teacher and course allocation, and result analysis. By efficiently handling these processes, the AIS cell ensures accurate data management, optimal resource utilization, and data-driven decision-making. Additionally, it offers comprehensive data analysis, supporting the institute's strategic initiatives. AIS cell will enhance coordination and align its efforts with the broader goals of the institute, driving our digital transformation forward.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Associate Professor IT Dept.	Krunal Patel
3	Co-convener, Assistant Professor, FPT Dept.	A S Nandane
4	Member, Associate Professor, MATHS Dept.	N B Desai
5	Member, Assistant Professor, IT Dept.	Neha Chauhan

### 50. ADIT Cyber Security Club

The Cyber Security Club at our institute is actively engaged in enhancing students' skills and awareness in the field of cybersecurity. We conduct hands-on workshops and training sessions every Saturday, guided by a syllabus curated by certified club members. The club also organizes seminars and cybercrime awareness activities, providing students with practical knowledge and insights into current cybersecurity challenges. These initiatives are designed to equip students with the necessary skills to excel in the cybersecurity domain.

The Algorand Blockchain Club, in conjunction with the Cyber Security Club, is dedicated to advancing knowledge in blockchain technology with a focus on security. Through this collaboration, we aim to provide students with a deep understanding of blockchain's role in enhancing cybersecurity. The clubs conduct specialized workshops, training sessions, and seminars to explore the intersection of these two critical fields, equipping students with cutting-edge skills in both blockchain technology and cybersecurity.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Associate Professor IT Dept.	Krunal Patel
3	Member, Assistant Professor, IT Dept.	Neha Chauhan

### 51. SSIP Cell

Empowering the young population of the State to unlock their creative potential through Start-up and Innovation so as to enable them to contribute for sustainable development and inclusive growth towards the realization of Aatmanirbhar Gujarat. Government of Gujarat has developed a policy for providing assistance to Startups/ Innovation. Under this scheme, any individual/ group of individuals having innovative idea/ Concept will be eligible and/ or Universities/ education institutions, Incubation Centre/ PSUs/ R&D Institutions/ Private and other establishments will be eligible as an institution to support and mentor to innovators as approved by Committee. Startups in an economy's

technology sectors is an important indicator of technological performance for several reasons. Innovation so as to enable them to contribute for sustainable development and inclusive growth towards the realization of Aatmanirbhar Gujarat. Government of Gujarat has developed a policy for providing assistance to Startups/ Innovation. Under this scheme, any individual/ group of individuals having innovative idea/ Concept will be eligible and/ or Universities/ education institutions, Incubation Centre/ PSUs/ R&D Institutions/ Private and other establishments will be eligible as an institution to support and mentor to innovators as approved by Committee. Startups in an economy's technology sectors is an important indicator of technological performance for several reasons.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, CP Dept.	Gopi Bhatt
3	Co-Coordinator FPT Dept.	Ankita Singh
4	Member, DT Dept	Rajeev Kumar
5	Member, AE Department	Samarth Shelat
6	Member, CP Dept. and CSD Dept	Kinjal Parmar
7	Member, FPT Dept	P M Ganorkar
8	Member, ME Dept	Ruchir Desai
9	Member, SSS Cell	Abhay Dasadiya
10	Member, IT + AIDS Dept	Himani Joshi
11	Member, Civil Dept	Axay Shah
12	Member, EE Dept	Dhaval Tailor

## 52. COURSERA/MOOCs/SWAYAM/NPTEL Online Learning

The committee will work and look after the implementation of the NPTEL credit transfer policy of CVMU from the academic year 2023-2024. The awareness and guidance about the usage of other MOOCs platforms such as Coursera, SWAYAM etc shall be provided by committee members. Any new initiatives based on MOOCs shall be taken up by this committee as and when required. Inclusion of MOOCs courses in the curriculum of various course while syllabus framing at BOS may also be informed to the students in every semester.

1	Chair Person, Principal ADIT	Vishal Singh
2	MOOC coordinator (COURSERA), Assistant Professor, CP	Priyanka Puvar
3	Joint MOOCs Institute Coordinator and SPOC, SWAYAM/NPTEL,	Paresh Modha
4	Member, AIDS Dept. Representative, Asst. Professor	Riddhi Shukla
5	Member, IT Dept. Representative, Asst. Professor	Ranna Makwana

## 53. Environment audit cell

Environment Audit Cell of ADIT is recognized as a Schedule I auditor from Gujarat Pollution Control Board since March 2024. This cell is authorized to carry out the audit of industries in the state of Gujarat for the pollution levels of air, water, waste water and noise. Cell is currently engaged in audit of various industries located in the GIDC areas across the state.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Coordinator, Head, Civil Dept.	Rajiv Bhatt
3	Environmental Engineer, Civil Dept	Bhavin Patel

4	Chemical Engineer, FPT Dept	Dipsa Patel
5	Chemist, lab Asst. Civil Engg.	Nirmal Patel
6	Microbiologist, Lab Asst. FPT Dept	Raina Patel
7	Member, Peon	Vipul Patel
8	Member, Peon	Vijubhai

#### 54. First Year Coordination Cell AY 2024-25

A first year student's life in any institute or university is a consequence of his/her academic and socio-cultural experiences. Student perceptions and experiences during their first college year lays down the foundation for future success and graduation. The *rationale* for the creating the position of '**First Year Coordination Cell**' in our institute is aimed at grooming of students as they transit from schools to the college environment so as to enable them to quickly adapt to college/university life. This will pave the way for better overall experience for the 2<sup>nd</sup> year onwards.

#### Roles and Responsibilities of 'First Year Coordination Cell'

1. To plan and conduct "Induction and Orientation Programme" for all the newly admitted students.
2. To mentor newly admitted students and assist them in their transition to college and subsequently give guidance to those who are underperforming.
3. Plan and conduct events that contribute to a positive living and learning environment at the institute and inculcate Universal Human Values.
4. To coordinate and implement the compliance and documentation of 'NBA standards' related to all 1<sup>st</sup> Year activities.
5. To ensure uniform opportunity to all first year students to thrive academically and personally.
6. Provide and keep communication channels open for first year students regarding their concerns and grievances.
7. Investigating key determinants of student satisfaction in first year and make strategic recommendations.
8. Evaluation and assessment of first year initiatives by collecting and analyzing data.

1.	Chairperson, Principal, ADIT	Vishal Singh
2.	1 <sup>st</sup> Year Coordinator - ADIT	S.K.Misra
3.	Member – Civil	Akshay Shah
4.	Member -ME	Manisha M Makwana
5.	Member – FPT	Dipsa Patel
6.	Member –EE	Vishal Seth
7.	Member – CP	Jignasha Parmar
8.	Member – IT (DIV1 & DIV2)	Hemanshu Patel & Jitiksha Patel
9.	Member – ECE	Sanket Prajapati
10.	Member – AE	Yagnesh Gambhava
11.	Member -AI & DS	Mayur Ajmeri
12.	Member - CSD	Jayshree Parmar

13.	Member – DT	Ankita Singh
14.	Member – Maths	Kinnari Patil
15.	Member – SSS Cell	S.K.Singh

### 55. Literature Club –ADIT

Literature helps young students to unlock their minds and perception of the world and allows them to see out of the box as a result of which they begin to reflect, ask questions and understand better. Students exposed to literature get more significant information about themselves and their responses because they naturally collate their lives with those in literature.

The Literature Club at ADIT aims to encourage a passion for reading and writing and to provide opportunities for students and faculty to engage in literary discussions and activities. Additionally, it seeks to foster among students critical thinking and an appreciation for different cultures, perspectives and historical periods. The objective of Literature Club at ADIT is to make the students and faculty understand, analyse and gain knowledge through the process of reading so that they can become confident and get chance to express their creativity and talents in the best possible way. The library at ADIT has a separate Literature Section which has a very rich collection of books on literature, fiction, non-fiction, biographies, tradition and ethics in society, folklore, prose and poetry, drama, arts and religion etc. mostly by reputed Nobel laureates, Booker Prize winners, Pulitzer prize winners etc.

Sr. No.	Position	Name
	Chairperson, Principal, ADIT	Vishal Singh
2.	Coordinator - ADIT	S.K.Misra
3.	Coordinator -ME	Manisha M Makwana
4.	Member- SSS Cell	Ishan Pandya
5.	Member – SSS Cell	Azim Shaikh

### 56. Software and Servers Management (Institution) Cell

The cell looks after the operation, maintenance and generation of login credentials for different software e.g. Tally, Oracle, Microsoft licenses and all antivirus related matter.

This team looks after any software and server management support and execution at institute level.

1	Chair Person, Principal, ADIT	Vishal Singh
2	Convener, Asst. Professor, IT Dept.	Hemanshu Patel
3	Co-convener, Asst. Professor, CP Dept	Axit Kachhiya
4	Member, Asst. Professor CP Dept. (For Saral, Telly)	Chinmay Joshi
5	Member, Asst. Professor, CP Dept. (For Microsoft related work)	Siddharth Shah
6	Member, Lab Assistant, IT Dept.	Hemalattaben G Patel
7	Member, Lab Assistant, CP Dept.	Vipulbhai R Patel

**Prepared by: Dr. Mitesh Shah**

**Approved by: Principal, ADIT**