

ADIT

VARIOUS COMMITTEES FOR THE A. Y. 2025-26

Sr. No.	Name of Various Committee	Convener
1.	Internal Quality Assurance Committee(IQAC)	Dr. Narendra Chauhan
2.	Internal Complaint Committee	Dr. Manisha Makawana
3.	Time Table Committee	Dr. Dhaval Tailor
4.	Industry, Institute Interaction and Placement cell	Mr. Devang Shah
5.	Scholarship Cell	Mr. Mayur Ajmeri
6.	Student Counselling Committee	Dr. N B Desai
7.	ADIT Alumni Association	Dr. Ishita Theba
8.	Women Development Cell	Dr. Priyanka Puvar
9.	Anti Ragging Squad	Mr. Bhaumik Sheth
10.	Grievance Redressal Cell	Dr. Nimit Patel
11.	SC/ST/OBC/SEDGs Cell	Dr. Manisha Makwana
12.	Library Committee	Dr. K J Chudasama
13.	NSS Cell	Mr. Mehul Patel
14.	NCC Cell	Dr. Shivkumar Singh
15.	Clean campus, Green Campus Committee	Mr. Mehul Patel
16.	Various Professional Bodies / Students Chapters/ Clubs	Dr. Hetal Patel
17.	ADIT Publication Committee	Dr. Hetal Patel
18.	Press and Media Cell	Dr. Sanjay Patel
19.	ADIT Hostel Administrative Committee	Mr. Bhaumik Sheth
20.	Food Safety and Standard Committee (Ref Act2006) + Potable Water	Dr. Anant Kulkarni
21.	Infrastructure Planning Committee	Dr. Rajiv Bhatt
22.	ADIT Committee of Reforms-ADIT CORE	Dr. M I Shah
23.	Institute Innovation Council (IIC)	Dr. Bhagirath Prajapati
24.	AICTE IDEA Lab	Dr. Y D Patel
25.	Academic Section	Dr. A S Nandane
26.	ADIT Central Committee	Dr. A R Tapre
27.	Research Committee	Dr. Hetal Patel
28.	Physically Disability Grievances Redressal Committee	Dr. Hardik Shah
29.	Central Admission and Public Relation Committee	Dr. Krunal Patel
30.	Dead Stock Committee	Dr. Anant Kulkarni
31.	ISO Committee	Dr. Bhagirath Prajapati
32.	Emergency, Safety, Security and Lift maintenance Committee	Dr. Hardik Shah
33.	Transportation Committee	Dr. Sanjay Patel
34.	International Student Cell	Mr. Mehul Patel
35.	ADIT Houses Core Committee	Dr. Ajay Tapre
36.	SSIP Cell	Mr. Vishal Sheth
37.	COURSERA/MOOCs/SWAYAM/NPTEL Online Learning	Mr. Paresh Modha
38.	Environment audit cell	Dr. Rajiv Bhatt
39.	First year coordinator cell	Dr. S K Misra
40.	IT Services	Dr. Krunal Patel
41.	Event Management Cell	Mr. Darshan Yagnik

A D PATEL INSTITUTE OF TECHNOLOGY

(Constituent college of CVM University)

NEW VALLABH VIDYANAGAR

VARIOUS COMMITTEES FOR THE A.Y. 2025-26

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.

Chairperson, Principal, ADIT	Dr. Vishal N. Singh
Coordinator:, Professor & Head, IT	Dr. N. C. Chauhan
Vice President, ADIT Central Committee, NIRF and 2F Coordinator	Dr. Ajay R Tapre
NAAC Coordinator & Head, EE	Dr. Hardik Shah
IQAC & NAAC Co-coordinator	Dr. Trilok J. Suthar
NBA Coordinator	Dr. Rajiv Bhatt
Faculty Incharge, Human Resource Planning & Head, Dairy Technology	Dr. Mitesh Shah
Head, Mechanical Engineering	Dr. Y. D. Patel
Head, Automobile Engineering	Dr. Sanjay M. Patel
Head, Computer Engineering & ISO Convener	Dr. Bhagirath Prajapati
Head, Food Processing Technology	Dr. Anant Kulkarni
Head, Electronics & Communication Engineering	Dr. Pravin Prajapati
Faculty Incharge, Administration	Dr. Nimit Patel
Faculty Incharge, Academic Section	Dr. A S Nandane
T&P officer	Mr. Devang Shah
SSS Cell Coordinator & FY Coordinator	Dr. S. K. Misra
AI-DS Coordinator	Dr. Dinesh Prajapati
CSD Coordinator	Dr. Dheeraj Kumar Singh
Maths Cell Coordinator	Mr. Mukesh Patel
Faculty Incharge, Professional Societies & Student Cells; Faculty Incharge, R&D Cell	Dr. Hetal Patel
Mentoring System Coordinator	Dr. N. B.Desai
Faculty Incharge, Institute Woman Cell	Dr. Priyanka Puvar
Admissions Incharge, IT services	Dr. Krunal Patel
Library Incharge	Dr. Kalpesh Chudasama
Alumni Coordinator	Dr. Ishita Theba
Student Representatives	General Secretary, Lady Representative

Member, Office and Academic Section	Mr. Nirmal Sharma
Event Management Cell	Mr. Darshan Yagnik

External Members:

CVMU Representative	Dean, IQAC, CVMU
Industry Representative / Advisor	Mr. Bhagwat Bhatt, Director, Cipriani Harrison Valves Private Limited, Vitthal Udyognagar, Anand
Alumni Representative	Mr. Kuldeep Ruperilla, ERDA, Vadodara
Invited Members	(1) Dr. Mayur Vegad, Dean Academics, BVM Engineering College, V V Nagar (2) Dr. Vinay Patel, Mechanical Engineering, BVM Engineering College, V V Nagar

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	Dr. Vishal Singh
2	Convener, Asst Professor ME Dept.	Dr. Manisha Makawana
3	Member, CP Dept	Dr. Priyanka Puvar
4	Member, FPT Dept	Mrs. Archa Shah
5	Member, IT Dept	Mrs. Jitksha Patel
6	Member, Non Teaching Staff	Mrs. Sejalben Patel
7	Member, Non Teaching Staff	Mrs. 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	Dr. Vishal Singh
2	Convener, Asst. Professor EE Dept.	Dr. Dhaval Tailor
3	Co Convener, Asst. Professor IT Dept.	Dr. Trilok Suthar
4	Member, Asst Prof. Automobile Engineering	Mr. Yagnesh Gambhva
5	Member, Asst Prof. Civil Engineering	Mr. Darshan Yagnik
6	Member, Asst Prof., Computer Engineering and CSD	Mrs. Kinjal Parmar and Mrs. Jignasha Parmar
7	Member, Asst Prof., Electrical Engineering	Mrs. Surabhi Patil
8	Member, Asst Prof., EC Dept.	Dr. K M Shah
9	Member, Asst Prof., FPT Dept.	Dr. Kshitiz Kumar
10	Member, Asst Prof., IT Dept. and AIDS	Mrs. Riddhi Shukala Dr. Vimal Bhatt
11	Member, Asst Prof. ME Dept	Mr. Tejas R. Prajapati
12	Member, Asst Prof., Mathematics Dept.	Mr. Sachin Patel
13	Member, Asst Prof. SSS cell	Dr. Abhay Dasadia
14	Member, Asst Prof. DT Dept	Dr. R R Shah
15	ERP Coordinator	Mr. 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	Dr. Vishal Singh
2	In charge T & P Officer	Mr. Minesh Amin
3	Convener, T & P officer	Mr. Devang Shah
4	Member, Assistant Professor, Automobile Engg.	Dr. Samarth Shelat
5	Member, Assistant Professor, Civil Engg	Mr. Axay Shah
6	Member, Asst Professor, Computer Engg.	Mr. Axit Kachhiya
7	Member, Assistant Professor, EE Engg	Mr. Paresh Modha
8	Member, Professor, EC Engg.	Dr. Hetal Patel
9	Member, Asso Professor, FPT Dept.	Dr. A S Nandane
10	Member, Assistant Professor, IT Dept	Mr. Hemanshu Patel
11	Member, Assistant Professor, Mech. Engg Dept.	Mr. H B Joshi
12	Member, Overall for IT/CP/CSD/AIDS Dept	Dr. Krunal Patel
13	Member, Asst. Professor AIDS Dept	Mrs. Riddhi Shukla

14	Member, Asst. Prof. CSD Dept	Mr. Aniruddh Kurtkoti
15	Member, Asst. Prof. DT Dept	Miss. Sakshi Mishra

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	Dr. Vishal Singh
2	Convener, Asst. Professor IT Dept.	Mr. Mayur Ajmeri
3	Jt.-Coordinator 1, Asst. Professor, Mechanical Dept.	Dr. R R Shah
4	Jt.-Coordinator 2 & EC Department Coordinator	Dr. P R Prajapati
5	Member, AE Department Coordinator	Mr. Simit Prajapati
6	Member, CP Dept. and CSD Dept	Mr. Axit Kachhiya
7	Member, FPT Dept	Dr. Vishnu Anand
8	Member, ME Dept	Mr. H B Joshi
9	Member, DT Dept	Dr. R R Shah
10	Member, AIDS Dept	Miss Vrunda Patel
11	Member, IT Dept	Mrs. Himani Joshi
12	Member, Civil Dept	Mr. 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	Dr. Vishal Singh
2	Convener, Asso Prof. Maths Dept	Dr. N B Desai
3	Member, Asst Prof. EC Dept	Mrs. Khushali Shah
4	Member, Asst Prof. FPT Dept	Dr. Ankanksha Kumari

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	Dr. Vishal Singh
2	Convener, Asst Prof. SSS Cell	Dr. Ishita Theba
3	Co-convener, Asst Prof. Maths Dept.	Dr. Abahy Dasadiya
4	Member, Asst Prof., Maths Dept.	Mr. Sachin Patel
5	Member, Asso. Professor EC Dept.	Dr. P R Prajapati
6	Member, Asst Prof., Automobile Engineering	Dr. Samarth Shelat
7	Member, Asst Prof., Civil Engineering	Mr. Axay Shah
8	Member, Asst Prof., Computer Engineering	Mr. Aniruddha Kurtkoti
9	Member, Asst Prof., Electrical Engineering	Mr. Paresh Modha
10	Member, FPT Dept.	Dr. Anil Nandane
11	Member, IT Dept.	Mrs. Jitksha Patel
12	Member, ME Dept	Dr. Manisha Makwana
13	Member, Non Teaching staff,	Mr. Hitesh Patel
14	Almashine Coordinator	Mr. 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	Dr. Vishal Singh
2	Convener, Asst Professor CP Dept.	Dr. Priyanka Puvar
3	Co Chair, Asst. Prof. ME Dept	Dr. Manisha Makawana
4	Member, Asst Prof, IT Dept	Mrs. Jitksha Patel
5	Member, Civil Dept	Mrs. Chhaya Brambhatt
6	Member, DT Dept	Miss. Sakshi Mishra
7	Member, Non Teaching FPT Dept	Mrs. Raina Patel
8	Member, Non Teaching Staff	Mrs. Sejalben Patel
9	Member, Non Teaching Staff	Mrs. Manishaben Patel

9. Anti-Ragging Squad

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

16	Member, Hostel Superintendent	Dr. Vishnu Vinod
17	Member, Hostel Superintendent	Dr. Kshitij Kumar
18	Member, coordinator AI& DS	Dr. Dinesh Prajapati
19	Member, Coordinator CSD	Dr. Dheeraj Kumar Singh
20	Member, Coordinator DT	Dr. Mitesh Shah
21	Member, Boys Hostel Superintendent	Dr. dinesh Gupta
22	Member, Boys Hostel Superintendent	Mr. 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	Dr. Vishal Singh
2	Convener, AE Dept	Dr. Nimit Patel
3	Member, Head of Food processing Technology	Dr. Anant Kulkarni
4	Member, Head of Electrical Engineering	Dr. Hardik Shah
5	Member, Head of Civil Engineering	Dr. Rajiv Bhatt
6	Member, Head of Computer Engineering	Dr. Bhagirath Prajapati
7	Member, Head of Information Technology	Dr. Narendra Chauhan
8	Member, Head of Automobile Engineering	Dr. 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	Dr. Vishal Singh
2	Convener, Asst Professor ME Dept.	Dr. Manisha Makwana
3	Member, IT Dept.	Miss. Ranna Makwana
4	Member, CP Dept	Mrs. 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	Dr. Vishal Singh
2	Convener, Associate Professor, Electrical Engineering	Dr. K J Chudasma
3	Member, Assistant Professor, Automobile Engg.	Mr. Satyavrat Patel
4	Member, Assistant Professor, Civil Engg	Mr. Axay Shah
5	Member, Assistant Professor, Computer Engg.	Dr. Ishita Theba
6	Member, Asst Professor, EC Dept	Mrs. Khushali Shah
7	Member, Asst Professor, EE Dept	Mr. Vishal Sheth
8	Member, Assistant Professor, FPT Dept.	Dr. Pravin Ganorkar
9	Member, Associate Professor, IT Dept	Miss. Anjali Rajput
10	Member, Assistant Professor, DT Dept.	Miss Sakshi Mishra
11	Member, Assistant Professor, SSS cell.	Miss Hiral Mistry
12	Member, Assistant Professor, ME Dept.	Mr. Krunal Shah
13	Member, Assistant Professor, Maths Dept.	Miss Kinnari Patil

13. 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	Dr. Vishal Singh
2	Convener –Mechanical Engg. Dept	Mr. Mehul Patel
3	Co Convener, Assistant Professor, ME Dept	Dr. Manisha Makwana
4	Member, CP Dept	Mrs. Paresha Brambhatt

14. 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	Dr. Vishal Singh
2	Convener – Asst. Professor, SSS Cell	Dr. Shivkumar Singh
3	Member, Asst. Prof. Maths Dept.	Prof. Harsh Kothari

15. 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	Dr. Vishal Singh
2	Convener –Mechanical Engg. Dept	Mr. Mehul Patel
3	Member, Assistant Professor, Civil Engg	Mr. Bhavin Patel
4	Member, Assistant Professor, FPT Dept.	Mr. Deep Patel

16. Various Professional Bodies/Student Chapters/Clubs

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	Dr. Vishal Singh
2	Convener, Asso Prof. EC Dept	Dr. Hetal Patel
3	ISTE Faculty Chapter ISTE Student Chapter	Dr. P R Prajapati Dr. Sheetal Gondaliya
4	IEEE student branch counselor	Mrs. Jitksha Patel
5	SAE student Chapter	Dr. Nimit Patel
6	ISHRAE student chapter	Dr. R R Shah
7	AFSTI student chapter	Dr. Anil Nandane
8	IDA student chapter	Dr. Rajeev Kumar
9	IGBC student chapter	Dr. Rajiv Bhatt
10	Space and Astronomy Club(Science Club)	Dr. Abhay Dasadiya
11	Literature Club	Dr. S K Mishra
12	Unnat Bharat Abhiyan	Dr. Rajiv Bhatt
13	Cyber Security Club	Dr. Krunal Patel
14	Robotics Club	Dr. Sankalp Bhatiya

17. 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	Dr. Vishal Singh
2	Convener	Dr. Hetal Patel
3	Editor in Chief	Dr. S K Misra
4	Member, AE Dept	Dr. Samarth Shelat
5	Member, CE Dept	Mr. Axay Shah
6	Member, ME Dept	Mr. Mehul Patel
7	Member, EE Dept	Mr. Paresh Modha
8	Member, CP Dept	Dr. Priyanka Puvar
9	Member, FPT Dept	Mrs. Archa Shah
10	Member, IIIP Cell	Mr. Devang Shah
11	Member, Academic Section	Dr. A S Nandane
12	Member, CSD Dept	Mr. Axit Kachhiya
13	Member, AIDS Dept	Mr. Mayur Ajmeri
14	Member, DT Dept	Miss Sakshi Mishra
15	Member, SSS cell	Dr. Ishan Pandya

18. 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	Dr. Vishal Singh
2	Convener, Head AE Dept	Dr. S M Patel
3	Member, EE Dept	Mr. Paresh Modha
4	Member, AE Dept	Dr. Samarth Shelat

19. 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	Dr. Vishal Singh
3	Convener, Hostel Rector, Asst. Prof. ME Dept.	Mr. Bhaumik Sheth
4	Member, Hostel superintendent	Mr. Chirag Soni
5	Member, Hostel superintendent	Mr. Hiten Ataliya
6	Member, Hostel Superintendent	Mr. Keyur Patel
7	Member, Hostel Superintendent	Dr. Vishnu Vinod
8	Member, Hostel Superintendent	Dr. Kshitij Kumar
9	Member, Hostel Superintendent (Girls)	Mrs. Manisha Patel
10	Member, Hostel superintendent	Dr. Dinesh Gupta
11	Member, Hostel Superintendent	Hitesh P Patel

20. 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	Dr. Vishal Singh
2	Advisor, Head, FPT Dept	Dr. Anant Kulkarni
3	Convener, Asso Prof. EC Dept (For Food)	Dr. P R Prajapati
4	Member, FPT Dept. (For Potable Water)	Dr. Akanksha Kumari
5	Member, FPT Dept	Mrs. Raina Patel

21. 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	Dr. Vishal Singh
2	Convener, Head - Civil Engineering	Dr. Rajiv Bhatt
3	Member, Asst. Professor- Civil Engineering	Mr. Bhavin Patel
4	Member, Asso Professor and Head, Electrical Engineering	Dr. Hardik Shah
5	Member, Asso Prof. and Head, Mechanical Engg.	Dr. Y D Patel
6	Member, Asso Prof and Head, Computer Department	Dr. Bhagirath Prajapati
7	Member, Professor and Head, IT Dept.	Dr. N C Chauhan
8	Member, Asso. Professor, IT Dept (Convener IT Services)	Dr. Krunal Patel
9	Member, W/s Superintendent	Mr. Sankalp Bhatiya

22. 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	Dr. Vishal Singh
2	Convener, Professor Mechanical Engineering	Dr. M I Shah
3	Member, Head FPT Dept.	Dr. Anant Kulkarni
4	Member, Head EC Dept.	Dr. P R Prajapati
5	Member, Head EE Dept	Dr. Hardik Shah
6	Member, Head Civil Dept	Dr. Rajiv Bhatt
7	Member, Head CP Dept	Dr. Bhagirath Prajapati
8	Member, Head IT Dept	Dr. Narendra Chauhan
9	Member, Head AE Dept.	Dr. S M Patel
10	Member, Maths Coordinator	Mr. M D Patel
11	Member, First year Coordinator and SSS Coordinator	Dr. S K Misra
12	Member, Academic Section In charge	Dr. A S Nandane
13	Member, Library In charge	Dr. K J Chudasma
14	Member, AIDS coordinator	Dr. Dinesh Prajapati
15	Member, Head Mechanical Engineering	Dr. Y D Patel
16	Member, Convener Admission committee-IT Dept	Dr. Krunal Patel

17	Member, Website design – IT services	Dr. Krunal Patel
18	Member, Convener Anti Ragging committee- ME Dept	Mr. Bhaumik Sheth
19	Member, T& P Coordinator	Mr. Devang Shah
20	Member, coordinator, Computer science and Design	Dr. Dheeraj Kumar Singh

23. 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	Dr. Vishal Singh
2	Vice President, Head of Mechanical Engineering	Dr. Y D Patel
3	Convener, Asso. Professor, CP Dept,	Dr. Bhagirath Prajapati
4	Co convener, CP Dept	Mrs. Khushali Patel
5	Internship Activity Coordinator	Mr. Devang Shah
6	Social Media	Mr. Prerak Thakkar
7	NIRF Coordinator, ARIIA Coordinator	Dr. A R Tapre
8	IPR Activity Coordinator + Kapila Coordinator	Dr. Ronak Shah
9	Innovation Activity	Dr. Priyanka Puvar
10	SSIP Coordinator	Mr. Vishal Sheth

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.

24. 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	Dr. Vishal Singh
2	Coordinator, Asso. Prof. and HOD Mech. Engg.	Dr. Y D Patel
3	Co-Coordinator, Asst. Prof, EE Dept.	Dr. Dhaval Tailor
4	Member, Asst. Prof. ME Dept.	Mr. Sankalp Bhatiya
5	Member, Asst. Prof. EC Dept.	Dr. K M Shah
6	Member, Asst. Prof. AE Dept.	Mr. Yagnesh Gambhva
7	Member, Asst. Prof. CE Dept.	Mr. Axay Shah
8	Member, Asst. Prof. CP Dept.	Dr. Priyanka Puvar
9	Member, Asst. Prof. SSS Cell	Dr. Abhay Dasadiya
10	Member, Asst. Prof. III cell	Mr. Devang Shah
11	Member, Asst. Prof. IT Dept	Miss Rannaa Makwana

25. 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	Dr. Vishal Singh
2	Convener, Asst. Prof. FPT Dept. + UFM Convener	Dr A S Nandane
3	Exam Coordinator, ME Dept + UFM Convener	Mr Vaishal Bankar
4	Exam Co Coordinator, IT Dept	Mr. Keyur Patel
5	MDP Academic Coordinator, EE Dept	Mr Vishal Sheth
6	Member, Assistant Professor, Automobile Engg.	Mr Simit Prajapati
7	Member, Assistant Professor, Civil Engg	Mr. Darshan Yagnik
8	Member, Assistant Professor, Computer Engg.	Mr Prerak Thakkar
9	Member, Asst. Professor, EC Dept	Dr. K M Shah
10	Member, Asst. Professor, EE Dept	Mr. Vishal Sheth
11	Member, Assistant Professor, FPT Dept.	Dr P M Ganorkar
12	Member, Asst. Professor, IT Dept	Mrs Jitiksha Patel
13	Member, Assistant Professor, ME Dept.	Mr Krunal Shah
14	Member, Assistant Professor, CSD Dept.	Mrs Barkha Mehta
15	Member, Assistant Professor, AI & DS Dept.	Mr Tirthesh Gajjar
16	Member, Assistant Professor, DT Dept	Dr Ronak Shah
17	UFM Committee member, Maths Dept	Dr N B Desai
18	UFM Committee member, AIDS Dept	Dr Dinesh Prajapati
19	UFM Committee member, EE Dept	Dr K J Chudasama

26. 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	Dr. Vishal Singh
2.	Vice President	Dr. Ajay Tapre
3.	Secretary	Dr. Ishan Pandya (House Master, Shaheed BhagatSingh)
4.	Cultural Coordinator	Dr Ishan Pandya, Sanket Prajapati
5.	Sports Coordinator	Dr. Kiran Patel, Yagnesh Gambhava
6.	General Secretary (Student)	As Nominated
7.	Ladies Representative (Student)	As Nominated
8.	House Master of Shaheed Bhagat Singh	Dr. Ishan Pandya
9.	House Master of Netaji Subhash Chandra Bose	Mr Krunal Shah
10.	House Master of Mahatma Gandhi House	Dr. Priyanka Puvar
11.	House Master of Sardar Patel House	Dr .Manisha Makwana
12.	Department Representative	Mr. Yagnesh Gambhva (AE), Bhavin Patel (CE), Kinjal Parmar (CP), Mr. Paresh Modha (EE), Kalpesh Shah (EC), Deep Patel (FPT), Jitiksha Patel (IT), B J Sheth (ME), Sakshi Mishra(DT), Kinnari Patil (SSS Cell)
13.	Office Administrative Officer	Pradip Patel
14.	In charge Academic Section	Dr A S Nandane, Mr Vaishal Bankar
15.	In charge Alumni Association/Event Management	Dr. Ishita Theba
16.	In charge Woman Development Cell	Dr. Priyanka Puvar
17.	Convener-NSS Cell	Mr. Mehul Patel
18.	Convener - NCC Cell	Dr Shivkumar Singh
19.	Event Management Cell	Mr. Darshan Yagnik

27. 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	Dr. Vishal Singh
2	Convener, EE Dept	Dr. Hetal Patel
3	Co Convener, EC Dept.	Dr K J Chudasama
3	Member, Asso. Prof. EC Dept	Dr. P R Prajapati
4	Member, Asso Professor FPT Dept	Dr A S Kulkarni
5	Member, Asst. Professor FPT Dept	Dr Ksitij kumar
6	Intellectual Property Right (IPR) Cell, convener, DT Dept	Dr. Ronak Shah

28. 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.	Miss. Anjali Rajput

29. Central Admission and Public Relation Committee

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, IT Dept	Dr. Krunal Patel
3	Document Verification and seat Matrix Asst Professor, AE Dept	Dr Nimit Patel Mr Nirmal Sharma
4	D2D & Diploma Coordinator, Head, AE Dept	Dr S M Patel
5	Admission Counsellors	Dr Nimit Patel, Jayandrath Mangarolia, Khushali Shah, Harsh Joshi, N B Desai, Ridhhi Shukla, Sheetal Macwan, Prerak Thakkar, Mr. Paresch Modha, Tejash Prajapati, Deep Patel
6	Member, IT Dept, IT support, Design, and updating online	Mr Nayan Mali

	counselling portal	
7	Supporting Staff	Chirag Soni, Hitesh Patel, Umesh Patel, Mitesh Patel, Shaileshbhai Patel, Ramesh Parmar, Hiten Ataliya, Raina Patel, Hetal Patel, Manisha Patel, Hiral Patel, Babubhai Rathod, Hardik Solanki
8	MQ/VQ Admission committee members	Dr. Mitesh Shah, Anand Pandya, Aniruddha Kurtkoti.
9	CVMU Admission committee member	Dr. Rajiv Bhatt

30. 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	Dr. Vishal Singh
2	Convener, Head FPT	Dr. Anant Kulkarni
3	Member, EE Dept	Dr. Hardik Shah
4	Member, AI & DS Dept	Dr Dinesh Prajapati

31. 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	Dr. Vishal Singh
2	Convener, Head CP Dept	Dr. Bhagirath Prajapati
3	Chief Internal Auditor, FPT Dept	Dr A S Kulkarni
4	Member, Process Owner, Administration	Dr Nimit Patel
5	Member, Process Owner, Academic	Dr A S Nandane, Mr. Vaishal Bankar
6	Member, Process Owner, Co-curricular activities	Dr Manisha Makwana
7	Member, Process Owner, Cultural activities	Dr Ishan Pandya
8	Member, Process Owner, Industry Institute Interactions	Mr. Devang Shah
9	Member, Process Owner, Library Services	Dr K J Chudasma
10	Member, Process Owner, Relationship with stakeholders	Dr Ishitha Theba
11	Member, Process Owner, Classroom teaching	Dr. P R Prajapati
12	Member, Process Owner, Laboratory teaching	Dr K J Chudasama

13	Member, Process Owner, IT services	Dr. Krunal Patel
14	Member, Process Owner, Emergency, Safety and other supplementary facilities	Dr. Hardik Shah
15	Member, Process Owner, Outsourced facilities	Mr. M D Patel
16	Member, Process Owner, Physical education and sports	Dr. Kiran Patel

32. 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	Dr. Vishal Singh
2	Chief emergency Officer, Convener, Head EE Dept	Dr H A Shah
3	Member, W/S Superintendent	Mr Sankalp Bhatia
4	Member, Asst Professor EC Dept	Dr. K M Shah
5	Member, Asst Professor, AE Dept	Dr. Samarth Shelath
6	Member, Senior Clerk	Mr Pradip Patel
7	Member, Asst Prof. SSS Cell	Dr Shivkumar Singh
8	Member, Asso Prof. Maths Dept	Dr N B Desai
9	Member, General Supervisor	Mr Vishal Patel
10	Chief safety Officer, Head, CE Dept	Dr. Rajiv Bhatt

33. 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	Dr. Vishal Singh
2	Convener, Head, AE Dept	Dr S M Patel
3	Member, Asst Professor AE Dept	Mr. Simit Prajapati
4	Member, Clerk	Mr Jignesh Patel

34. 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	Dr. Vishal Singh
2	Convener, ME Dept.	Mr. Mehul Patel
3	Member, CP Dept	Mr. Vimal Bhatt

35. 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	Dr. Priyanka Puvar	Mr. Krunal Shah	Dr. Manisha Makwana	Dr. Ishan Pandya
House Co-master	Mr. Mehul Patel	Mr. Simit Prajapati	Mr. Vaishal Banker	Mr. N B Desai
House Co-master	Mr. Yagnesh Gambahva	Dr. Abhay Dasadiya	Mrs. Surbhi Patil	Dr. Krunal Patel

36. 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	Dr. Vishal Singh
2	Convener, EE Dept.	Mr. Vishal Sheth
3	Member, DT Dept	Mr. Rajeev Kumar
4	Member, AE Department	Dr. Samarth Shelat
5	Member, CP Dept. and CSD Dept	Mrs Kinjal Parmar
6	Member, FPT Dept	Dr P M Ganorkar
7	Member, ME Dept	Mr Ruchir Desai
8	Member, SSS Cell	Dr Abhay Dasadiya
9	Member, IT + AIDS Dept	Mrs. Himani Joshi
10	Member, Civil Dept	Mr. Axay Shah
11	Member, EE Dept	Dr. Dhaval Tailor

37. 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 courses while syllabus framing at BOS may also be informed to the students in every semester.

1	Chair Person, Principal ADIT	Dr. Vishal Singh
2	SWAYAM/NPTEL, Convener, Assistant Professor, EE	Mr. Paresh Modha
3	Member, AIDS Dept. Representative, Asst. Professor	Riddhi Shukla
4	Member, IT Dept. Representative, Asst. Professor	Ranna Makwana

38. 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	Dr. Vishal Singh
2	Coordinator, Head, Civil Dept.	Dr. Rajiv Bhatt
3	Environmental Engineer, Civil Dept	Mr. Bhavin Patel
3	Chemist, lab Asst. Civil Engg.	Nirmal Patel
4	Microbiologist, Lab Asst. FPT Dept	Raina Patel
5	Member, Peon	Vipul Patel
6	Member, Peon	Vijubhai

39. First Year Coordination Cell

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 2nd 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 1st 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	Dr. Vishal Singh
2.	1 st Year Coordinator - ADIT	Dr S.K.Misra
3.	Member – Civil	Akshay Shah
4.	Member -ME	Dr Manisha Makwana
5.	Member – FPT	Prof. Archa Shah
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	Ayantika Das
14.	Member – Maths	Kinnari Patil
15.	Member – SSS Cell	Dr S.K.Singh

40. IT Services

The objective of the Institute's IT Services is to ensure integrated, efficient, and secure management of all digital and technological domains that support the institute's academic and administrative ecosystem. These domains include website administration, social media publicity on various platforms, internet connectivity, CCTV surveillance, office automation, software services, server management, design and photography, G-Suite accounts, MS Teams & Office 365 accounts, EPBX communication systems, audio-video infrastructure, CVMU HRMS, ERP and AIS. The IT Services Committee is entrusted with the responsibility of managing, maintaining, and upgrading these services to meet evolving institutional requirements. By centralizing responsibility, the committee ensures improved coordination, transparent accountability, and standardized service delivery across all departments. This initiative is aimed at strengthening institutional IT governance, ensuring uninterrupted support for teaching, learning, research, and administration, while also fostering a robust

digital presence. Ultimately, the objective is to provide a reliable, future-ready IT environment that enables the institute to achieve its academic and organizational goals.

1	Chairperson, Principal, ADIT	Dr. Vishal Singh
2	Convener, Associate Professor IT Dept.	Dr. Krunal Patel
3	Member, Website and publicity in-charge	Dr. Dheeraj Kumar Singh, Kinjal Parmar, Vishwadip Nanavati
4	Member, social media in-charge	Jignasha Parmar, Sanket Prajapati
5	Member, Office Automation & Resource Management coordinators (Hardware) in-charge	Dr. Krunal Patel
6	Member, Internet in-charge	Dr Anand Pandya, Nayan Mali
7	Member, CCTV in-charge	Dr Anand Pandya, Tirthesh Gajjar
8	Member, Design in-charge	Sarfaraz Jarda, Axit Kachhia
9	Member, Photography in-charge	Himani Joshi, Khushi Bhardva
10	Member, Software Services and Server Management in-charge	Hemanshu Patel, Prof. Nayan Mali
11	Member, G-Suit account in-charge	Dr Anand Pandya
12	Member, MS Teams in-charge	Mr. Nayan Mali
13	Member, CVMU HRMS and ERP in-charge	Kinjal Parmar, Dr A. S. Nandane
14	Member, AIS in-charge, cyber Security club	Dr. Krunal Patel

41. Event Management Cell

The objective of the Event Management Committee is to plan, coordinate, and execute various events in a systematic and professional manner. This includes manage resources efficiently, collaborate effectively with various departments/cells, and create memorable experiences that contribute to the overall growth and prestige of the college.

Sr. No.	Committee Name	Responsibility
1	Design Committee	➤ Design & print the posters, banners, Invitation card, certificates, schedule and other creatives as per The Charutar Vidya Mandal (CVM) University rules.
2	Photography, Social & Print Media Committee	<ul style="list-style-type: none"> ➤ Handle event photography, videography, and media coverage as per The Charutar Vidya Mandal (CVM) University rules. ➤ Website updating ➤ Maintain an archive of photos/videos for institutional records ➤ Prepare and Publish Press Note.
3	Hospitality Committee	<ul style="list-style-type: none"> ➤ Welcome to all the guests and dignitaries ➤ Arrange proper reception at entry points (college entry, auditorium entry). ➤ Escort guests and dignitaries to the venue and provide necessary assistance.

4	Light, Sound, and Auditorium Committee	<ul style="list-style-type: none"> ➤ Handle technical setup of lighting, sound systems, and projectors. ➤ Ensure backup arrangements for power or equipment failure. ➤ Coordinate with performers/speakers for specific requirements.
5	Fine Arts and Stage Committee:	<ul style="list-style-type: none"> ➤ Manage stage setup, decoration, and aesthetics. ➤ Coordinate cultural/technical stage requirements. ➤ Ensure smooth transitions between stage performances.
6	Prize and Certificate distribution Committee	<ul style="list-style-type: none"> ➤ Arrange trophies, medals, certificates, and mementos. ➤ Verify names, designations, and printing accuracy. ➤ Ensure timely distribution during valedictory/closing ceremonies.
7	Discipline Committee	<ul style="list-style-type: none"> ➤ Maintain order and discipline throughout the event. ➤ Manage entry/exit, crowd control, and seating arrangements. ➤ Provide assistance in case of emergencies or disruptions. ➤ To ensure that after the successful completion of an event, everything is properly closed and restored to normal.

1	Chairperson, Principal, ADIT	Dr. Vishal Singh
2	Convener, Asst. Professor Civil Dept.	Mr. Darshan Yagnik
3	Member, Design committee	Mr. Sarfaraz Jarda, Mr. Axit Kachhia
4	Member, Photography Committee	Mrs. Himani Joshi, Mrs. Khushi Bharadva
5	Member, Social Media Committee	Mrs. Jignasa Parmar, Prof. Sanket Prajapati
6	Member, Print Media Committee	Dr. Samarth Shelat, Mr. Paresh Modha
7	Member, Hospitality Committee	Dr. Priyanka Puwar, Dr. Ishita Theba, Prof. Anjali Rajput, Prof. Khushali Shah
8	Member, Light, Sound, and Auditorium Committee	Dr Kalpesh Shah
9	Member, Fine Arts and Stage Committee	Dr. Ishan Pandya, Miss. Kinnari Patil Mrs. Mitali Pitroda, Dr. Hiral Mistry Mr. Harsh Makwana
10	Member, Prize and Certificate distribution	Mr. Harsh Joshi, Mr. Axay Shah
11	Member, Discipline Committee	Dr. Shivkumar Singh, Mr. Mehul Patel, Dr. Kiran Patel, Mr. Yagnesh Gambhava

Prepared by: Dr. Mitesh Shah

Approved by: Principal, ADIT