

Institute Admin Committees

The various portfolio and committee orders were issued at this office previously for smooth functioning of the institute and to balance the workload of all staff. Now a time some additional work/schemes are assigned by DTE office so that revised portfolio/ committee duty assign was under consideration of this office, in this regard following Staffs are appointed/assigned portfolio, Committee Coordinator, Co- Coordinators, Members against their name with immediate effect.

Sr.No	Committee/portfolio	Name of officer/Staff	Designation in Committee	Designation in College
1	Time Table Committee, Overload Committee	Mr.C.B.Vaghani	Central Coordinator	Lect.Mechanical Engg.
		Mr.R.A.Patel	Member	Lect.Civil Engg
		Mr.T.D.Patel	Member	Lect.Mechanical Engg.
		Mr.P.S.Patel	Member	Lect. Maths
		Mr.N.J.Patel	Member	Lect.ElectricalDept
		Mr.R.R.Tripathi	Member	Lect.App.Mech Engg.
2	Women development and harassment cell /RUSA Women Cell	Miss.R.M.Solanki	Coordinator	Lect. Maths.
		Mr.F.T.RATHOD	Member	Lect.App.Mech Engg.
		MR.D.U.PATEL	Member	I/c.H.O.D General Dept.
		MR.K.T.PATEL	Member	Lect.Mechanical Engg
3	Account Section	MR N. J .PATEL	I/C ACCOUNT OFFICER	Lec. Electrical Engg.
4	GYMKHANA Committee	Mr.N.A.Sanghani	Coordinator	I/C.Principal
		MR D.V.JARIWALA	Secretary	I/C HOD CIVIL
		Mr.D.U.PATEL	Member	I/c.H.O.D General Dept.
		Mr.C.K.Tailor	Member	I/c.H.O.D ElectricalDept
		Mr.R.R.Tripathi	Member	I/c.H.O.D App. Mechanics Dept.
		Mrs.H.C.Patel	Member	Lab.Assistant
		MR.P.T.PATEL	Member	ACCOUNTANT
5	Discipline Committee	Mr.C.B.Vaghani	Co- Coordinator	Lect.Mechanical Engg.
		Mr.C.K.Tailor	Member	I/c.H.O.D ElectricalDept
		Mr.R.R.Tripathi	Member	I/c.H.O.D App. Mechanics Dept.
		MR.D.D.PATEL	Member	Lect.Civil Engg
		Mr.A.B.Lad	Member	Instructor
6	Purchase Committee/Write off Committee	Mr.K.T.PATEL	Coordinator	Lect.Mechanical Engg.
		Mr.B.J.Kapadia	Member	Lect.Civil Engg

		Mr.N.M.Solanki	Member	Lect.Mechanical Engg
		Mr.C.K.Tailor	Member	I/c.H.O.D ElectricalDept
		Miss.R.M.Solanki	Member	Lect in Maths
		Mr.R.R.Tripathi	Member	I/c.H.O.D App. Mechanics Dept.
		Mr.A.B.Lad	Member	Instructor
7	HRA Committee	Mr.D.V.Jariwala	Coordinator	I/c.H.O.D Civil Dept.
		Mr.D.U.Patel	Member	I/c.H.O.D General Dept.
		Mr.C.K.Tailor	Member	I/c.H.O.D ElectricalDept
		Mr.R.R.Tripathi	Member	I/c.H.O.D App. Mechanics Dept.
		Mr.D.A.Patel	Member	Lect.Mech Engg.
		Mr A .B. LAD	Member	INSTRUCTOR
8	Anti-ragging Committee	MR D.V.JARIWALA	Coordinator	I/C HOD CIVIL
		Mr.C.K.Tailor	Member	I/c.H.O.D ElectricalDept
		Mr.K.T.PATEL	Member	Lect.Mech Engg.
		Miss.R.M.Solanki	Member	Lect. Maths
		Miss. F.T.Rathod	Member	Lect.App.Mech Engg
		Mr. R A PATEL	Member	Lect.Civil Engg
9	Grievance residential committee/ Physically disability grievance residential committee	Mr.N.A.Sanghani	Coordinator	HOD MECH . I/C PRINCIPAL
		MR. D.B.Patel	Member	Lecturer Mechanical
		MR D.U.PATEL	Member	I/c.H.O.D General Dept
		MR N. M .SOLANKI	Member	Lect.Mechanical Engg.
		Mr. R.A.Patel	Member	Lect.Civil Engg
		Mr P.T. Patel	Member	SR CLERK
		Mrs.H.C.Patel	Member	Lab.Assistant
10	LLCC(Cleanliness)/ Swachchha bharat	Mr.C.B.Vaghani	Co- Coordinator	Lect.Mechanical Engg.
		Mr.P.S.Patel	Member	Lect. Maths
		Mr.K.H.Patel	Member	I/c.H.O.D ElectricalDept
		Mr.D.D.Patel	Member	Lect.Civil Engg
		Mr.H.A.Patel	Member	Lect.App.Mech Engg
		Mr A .B. LAD	Member	INSTRUCTOR
11	Fee Refund Committee	Mr P.T. Patel	Coordinator	SR CLERK
		Miss. F.T.Rathod	Member	Lect.App.Mech Engg
		Mr.B.J.Kapadia	Member	Lect.Civil Engg

		Mr.N.M.Solanki	Member	Lect.Mechanical Engg
		Mr. P.D.Patel	Member	Jr.Clerk
12	Class Teacher	Mr.P.S.Patel	1 st /2 nd Sem Civil	Lect. Maths
		Mr.D.U.Patel	1 st /2 nd Sem Electrical	I/c.H.O.D General Dept
		Miss.R.M.Solanki	1 st /2 nd Sem Mechanical	Lect. Maths
		Ku. F.T. Rathod	3 rd /4 th Sem Civil	Lecturer App. Mechanics Dept.
		Mr. H.A. Patel		
		Mr. K.H.Patel	3 rd /4 th Sem Electrical	Lect.Electrical Engg
		Mr T .D .Patel	5 th /6 th Sem Mechanical	Lect.Mechanical Engg
		Mr.D.D.Patel	5 th /6 th Sem Civil	Lect.Civil Engg
		Mr.N.J.Patel	5 th /6 th Sem Electrical	Lect.Electrical Engg
		Mr M.S.Chuadhari	3 rd /4 th Sem Mechanical	Lect.Mechanical Engg
13	Ombudsman Committee	Mr.N.A.Sanghani	Coordinator	I/C.Principal
		Mr.P.S.Patel	Member	Lect. Maths
		Mr.N.M.Solanki	Member	Lect.Mechanical Engg
		Mr.D.D.Patel	Member	Lect.Civil Engg
14	SC/ST/OBC Grievance CELL COMMITTEE	SHRI D.U.Patel	Coordinator	I/c.H.O.D General Dept
		Mr.R.A.PATEL	Member	Lect.civil. Dept
		Mr. D.B. PATEL	Member	Lect.Mechanical Engg
		Miss.R.M.Solanki	Member	Lect. Maths
		Mr.H.C.Patel	Member	Lab assistant
15	RTI	Mr.N.A.Sangani	Appellate Authority	I/C.Principal
		Mr D B PATEL	PIO	LECTURER
		Mr M S CHAUDHARI	Asst. PIO	LECTURER
16	Research & Development Cell	Mr. D. V. Jariwala	Co-ordinator	Lect.civil. Dept
		Mr. H. A. Patel	Member	Lect.Applied Mech. Dept
		Mr. N. J. Patel	Member	Lect. Electrical Dept
		Miss. R. M. Solanki	Member	Lect. Maths
		Mr. M. S. Chaudhari	Member	Lect. Mechanical Dept
17	Transgender Committee	Mr. N A SANGANI	Chairman	Principal
		Mr. D. U. Patel	Member	I/c. H.O.D General Dept
		Mr. D. V. Jariwala	Member	Lect. Civil Dept

		Mr. C. B. Vaghani	Member	Lect. Mechanical Dept
		Mr. P. T. Patel	Member	Senior Clerk
18	DGVCL AND R&B Electrical Related Work	MR. N. J. PATEL	Member	Lect. Electrical Dept
		MR. K. H. PATEL	Member	Lect. Electrical Dept
19	CAS, Quality Assurance, API (IQAC)	Mr. N A SANGANI	CHAIRMEN	I/C Principal
		Mr. D U PATEL	MEMBER	I/c.H.O.D General Dept
		Mr. D V JARIWALA	MEMBER	I/c.H.O.D Civil Dept
		Mr. N M SOLANKI	MEMBER	Lect.Mechanical Engg
		Mr. R R TRIPATHI	MEMBER	I/c.H.O.D App. Mechanics Dept.
		Mr. C k TAILOR	MEMBER	I/c. H.O.D ElectricalDept
20	Security incharge	Mr. C B Vaghani LME	Incharge	Lecturer Mechanical
		Mr. R R Tripathi	Member	Lecturer Applied Mech
		Mr. Anant B Lad	Member	Instructor
21	Library incharge	Mr. K H Patel	Incharge	Lecturer Electrical
		Mr. Anant B Lad	Book Issue	Instructor
22	Wadhwani Soft skill Training/GKS	Mr. C B Vaghani	Coordinator	Lecturer Mechanical
		Mr. H A Patel	Civil. Dept. Coordinator	Lecturer in Applied Mech.
		Mr. N J Patel	Electrical Dept Coordinator	Lecturer in Electrical
		Mr. M S Chaudhari	Mechanical Dept Coordinator	Lecturer Mechanical
23	RUSA Scheme / Language Lab	Mr. D U Patel	Coordinator	I/c. H.O.D General Dept

		Mr. M S Chaudhari	MEMBER	Lecturer in Mechanical Engg.
		P T Patel	Accountant	Sr Clerk
24	IIT Bomby Spoken Soft skill	Mr. D U Patel	Coordinator	I/c. H.O.D General Dept
		Mr. C K Tailor	Co-Coordinator / Elect. Dept. Coordinator	I/c. H.O.D Electrical Dept
		Mr. N J Patel	Elect. Dept. Invigilator	Lecturer in Electrical Engg.
		Mr. D V Jariwala	Civil. Dept. Invigilator	I/c.H.O.D Civil Dept
		Mr. H A Patel	Civil. Dept. Coordinator	Lecturer in Applied Mech.
		Mr. N M Solanki	Mech. Dept. Invigilator	Lecturer in Mechanical Engg.
		Mr. K D CHAUDHARI	Mech.Dept. Coordinator	Lecturer in Mechanical Engg.
25	Institute NBA Coordinator	Mr. D V Jariwala	Institute Coordinator	I/C HOD Civil
		Mr. K. T. Patel	Mech Dept Coordinator	Lecturer Mechanical
		Mr. Keyur H Patel	Electrical Dept Coordinator	Lecturer in Electrical Dept
		Mr. Royal A Patel	Civil dept Coordinator	Lecturer in Civil
26	MYSY	Miss.R.M.Solanki	Coordinator	Lecturer in Maths
		Mr. H A Patel	Member	Lecturer in Applied Mech
		Mr. D.D.Patel	Member	Lect.Civil Engg

27	Student Section	Miss Falguni T Rathod	Incharge	Lect. Applied Mech
		Mr. R.A.PATEL	Member	Lect.Civil Engg
		Miss R.M.SOLANKI	Member	Lect. Maths
		Mr.H.C.Patel	Clerical Work	Lab assistant
		Mr. A.B.LAD	Clerical Work	Instructor
28	Finishing School	Mr. D. D. Patel	CO-ORDINATOR	Lect. Civil Dept
		Mr. N. J. Patel	Dept Member	Lect. Electrical Dept
		Mr. T. D. Patel	Dept Member	Lect. Mechanical Dept
29	Learning License Test	D A PATEL	CO-ORDINATOR	Lect Mech
		K H Patel	Member	Lect Electrical
		Mr. D. D. Patel	Member	Lect Civil
		Mr. A B LAD	Member	Instructor
30	Alumni Association	Royal A Patel	Coordinator	Lect Civil
31	Internet/Telephone/Web site & Wifi facility Incharge	B J Kapadiya	Incharge	Lect Civil
32	Institute Water Meter reading	D. D. Patel	Incharge	Lect. Civil Dept
33	ACPDH Help Centre & Awareness programme	R R Tripathi	Nodal officer	I/C HOD Applied Mech.
		B J Kapadia	Network Admin	Lect. Civil Dept
		P S Patel	Member	Lecturer in Maths
		R A Patel	Member	Lect. Civil Dept
		T D Patel	Member	Lect. Mechanical Dept
		N J Patel	Member	Lect. Electrical Dept

		R M Solanki	Member	Lecturer in Maths
34	DDCET Exam Incharge	N M Solanki Mr. Hardik Patel	Coordinator Stationery incharge	Lect Mechanical La Assistant
35	GSIRF	D.V.JARIWALA	Coordinator	I/C HOD Civil Dept
		K.T.PATEL	Member	Lect. Mechanical Dept
		R.M.Solanki	Member	Lecturer in Maths
		D.D.PATEL	Member	Lect. Civil Dept
36	TPO CELL	Mr. D B PATEL	TPO Officer	Lect Mechanical
		Mr. N J PATEL	Dept Member	Lect Electrical
		Mr. D D PATEL	Dept Member	Lect. Civil
37	GTU EXAM COORDINATOR	N M SOLANKI	Coordinator	Lect Mechanical
		MR. H A PATEL	Co coordinator	Lect. Applied Mechanis
38	RIDE INSPECTION	MR. C B VAGHANI	Technical Expert	Lect Mechanical
		Mr. D A PATEL	Technical Expert	Lect Mechanical
39	SSIP/IIC CELL	Mr. N J PATEL	Coordinator	Lect Electrical
		Mr. D D PATEL	Member	Lect Civil
		Mr. M S CHAUDHARI	Member	Lect Mechanical
		Miss. F T RATHOD	Member	Lect Applied Mechanics
40	AICTE/AISHE/GTU AFFILIATION	Mr. T D PATEL	COORDINATOR	Lect Mechanical
		Mr. C K TAILOR	MEMBER	Lect Electrical
		Mr. R A PATEL	MEMBER	Lect Civil

		Mr. H A PATEL	MEMBER	Lect Aplied Mechanics
41	Institute Website	Mr B J KAPADIA	COORDINATOR	Lect Civil
		Mr. N M SOLANKI	MEMBER	Lect Mechanical
		Mr. R R TRIPATHI	MEMBER	Lect Applied mechanics
42	EPABX/Telephone/ CWAN/Internet Facility	Mr B J KAPADIA	Incharge	Lect Civil
43	NSS	Mr. P S Patel	Program officer	Lecturer in Maths
44	Climate Change Event	Mr. P S Patel	Coordinator	Lecturer in Maths
45	COGENT	Mr. P S Patel	ETRP	Lecturer in Maths
46	Panch Prakalp	Mr. P S Patel	Coordinator	Lecturer in Maths
47	Azadi Ka Amrit Mahotsav	Mr. P S Patel	Coordinator	Lecturer in Maths
48	HDFC-Qfix	Mr. P S Patel	Coordinator	Lecturer in Maths
	Institute fee Collection module			
49	Sports Committee	Mr.R.R.tripathi	Coordinator	Lect.Applied Mechanics
		Mr. P S Patel	Member	Lecturer in Maths
50	CCTV Installation Committee	Mr.C.B.Vaghani	Coordinator	Lecturer in Mechanical
		Mr. P S Patel	Member	Lecturer in Maths
		Mr.B.J.Kapadia	Member	Lecturer in Civil
51	Entrepreneurship development cell nodal officer	Mr. C K Tailor	coordinator	I/C hod electrical
52	SCOPE	Mr. D U Patel	Coordinator	I/c. H.O.D General Dept

53	Ek Bharat Shreshtha Bharat (EBSB)	Mr. D U Patel	Coordinator	I/c. H.O.D General Dept
54	E - NewsLetter, Institute & Dept. Brochure	Mr. K D CHAUDHARI	Coordinator	Lecturer in Mechanical Engg.
		Mr. R R Tripathi	Member	Lect. Applied Mechanics
		Mr. K H Patel	Member	Lect. Electrical Dept
55	Academic Inspection Institute (DTE/GTU)	Mr. D U Patel	Coordinator	I/c. H.O.D General Dept
		Mr. K D CHAUDHARI	Member	Lecturer in Mechanical Engg.
		Mr. D D PATEL	Member	Lect. in Civil Engg.
		Mr. K H Patel	Member	Lect. Electrical Dept
		Miss. F T RATHOD	Member	Lect. Applied Mechanics
		Miss. R. M. Solanki	Member	Lecturer in Maths
56	1st Year Coordinator & 1st & 2nd Sem Exam	Mr. D U Patel	Coordinator	I/c. H.O.D General Dept
		Miss. R. M. Solanki	Member	Lecturer in Maths
		Mr. K H Patel	Member	Lect. Electrical Dept
		Mr. T D PATEL	Member	Lecturer in Mechanical Engg.
		Miss. F T RATHOD	Member	Lect. Applied Mechanics
57	Student Performance & Result Analysis	Mr. N M SOLANKI	Coordinator	Lecturer in Mechanical Engg.
58	HRMS	Mr. Harshul A Patel	Coordinator	Lecturer in Applied
59	Institute Information Compilation Committee including CTE follow up	Mr. K D CHAUDHARI	Coordinator	Lecturer in Mechanical Engg.

60	Media Coordinator	Mr. D B Patel	Coordinator	Lecturer in Mechanical Engg.
61	Professional Bodies & Students Chapter (ISTE)	Miss. F T RATHOD	Coordinator	Lect. Applied Mechanics

Principal, Government Polytechnic, Navsari