



Commissionerate of Technical Education, Gujarat State
કમિશનરશ્રી, ટેકનીકલ શિક્ષણની કચેરી, ગુજરાત રાજ્ય



બીજે માળે, બ્લોક નં. ૨, ડૉ. જીવરાજ મહેતા ભવન,
ગાંધીનગર-૩૮૨ ૦૧૦.

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No.: CTE/Academic/ACPC/Sub-committee/A(2)/11/2016-17/

Date:

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19 FEB 2016

To,

The Member Secretary,
Admission Committee for Professional Courses,
2nd Floor, ACPC Building,
L.D. College of Engineering Campus,
Navrangpura, Ahmedabad-380015

Sub: Formation of Sub-Committee for the year 2016-17

Sir,

The Constitution of Sub-Committees of ACPC for various academic activities of the admission process for the year 2016-17, submitted by ACPC vide note 16/02/2016 are finalized and approved as per attachment herewith for necessary action.

The sub-committee members are required to take prior permission of this office whenever they are going to ACPC.

(M. A. Chauhan)

Joint Director, Technical Education

Enclose; As above

- Copies forwarded to the Principals of concerned institution. They are directed to relieve the faculty members of their institutions, included in the Sub-committees with prior permission of this office.

Commissionerate of Technical Education, Gandhinagar

Committees and its members of Admission Committee for Professional Courses (ACPC),
Ahmedabad for the year 2016-17

Structure of Admission Committee for Professional Degree Courses

Sr No	Name of Officer	Designation	Status
1	Shri A. M. Mankad IAS	Commissioner , Technical Education, Gujarat State	Chairperson
2	Shri. P. R. Dave	Joint Director, Tech. Education	Member
3	Dr. M. T. Chhabariya	Principal, L. M. College of Pharmacy, Ahmedabad	Member
4	Dr. G. P. Vadodaria	Principal, L. D. College of Engineering, Ahmedabad	Member Secretary

Functions:

1. Overall coordination of entire admission process
2. To implement policy decision
3. Issues appropriate directives
4. Member Secretary will act as official spoke person of the committee.

(A) Purchase, Accounts, Finance and Bank Committee

Sr No	Name of Officer	Designation	Status
1	Prof. R J Jani	Asso. Prof. Mechanical, LDCE, Ahmedabad	Member
2	Prof. S. P. Patel	Asso. Prof. Mechanical, VGEC, Chandkheda	Member
3	Prof. B. C. Khatri	Asso. Prof. Mechanical, LDCE, Ahmedabad	Member

Note: Joint Director Procurement and Deputy Director Procurement of office of CTE will be Ex officio member of this subcommittee.

Commencement of Work: Before the admission procedure from 15th February 2016 onwards

Functions:

1. Planning and Procurement of required items as per approval
2. Maintenance of records related to purchase
3. Bill passing and other accounts related matter
4. Bank conciliation and related matter



(B) Query (Information) and Grievances Committee

Sr No	Name of Officer	Designation	Zone
1	Dr. M B Dholakia	Prof, Civil, LDCE, Ahmedabad	Head of cell
2	Dr. V. M. Patel	Asso. Prof, Civil, GEC, Modasa	Member
3	Prof. N. G. Raval	Asso. Prof. Civil, LDCE, Ahmedabad	Member
4	Prof. D. D. Trivedi	Asso. Prof. Electrical, LDCE, Ahmedabad	Member
5	Dr. U A Patel	Asst. Prof. Mechanical, LDCE, Ahmedabad	Member

Also, all the OSDs of respective admissions are members of above committee.

Commencement of Work: During the admission procedure from 23rd May 2016 onwards

Functions:

1. Deal with query (information) and grievances related to Admission Process in consultation of all OSD.
2. Deal with query (information) and grievances related to Management quota admissions.
3. Liaison with Self Financed Institutions regarding the grievances.
4. Public Relation activities.

(C) Management Quota (MQ) and NRI and Vacant Seats Endorsement Committee

Sr No	Name of Officer	Designation	Status
1	Prof. K. B. Rathod	Asso. Prof. Electrical, VGEC, Chandkheda	Member
2	Prof. A. B. Nandurbarkar	Asso. Prof. EC, LDCE, Ahmedabad	Member
3	Prof. N N Shah	Asso. Prof. Electrical, LDCE, Ahmedabad	Member
4	Prof. Krunal Acharya	Asst Prof. EC,GEC Godhra	Member

Also, all the OSDs of respective admissions are members of above committee.

Commencement of Work: During the admission procedure from 1st June 2016 onwards

Functions:

1. Endorsement of files submitted by SFIs for MQ, NRI and VQ seats

RTI and Legal Committee

Sr No	Name of Officer	Designation	Status
1	Dr. G. P. Vadodaria	Member Secretary, ACPC	Appellate Officer
2	Dr. Shreya Mehta	Professor ME, LDCE, Ahmedabad	PIO
3	Dr. A. B. Patel	Asst Prof, Maths, LDCE	Legal
4	Prof D D Trivedi	Asso. Prof. Electrical, LDCE, Ahmedabad	Legal

Note: Joint Director, Legal and Deputy Director, Legal of office of CTE will be Ex officio member of this subcommittee.

Commencement of Work: During the admission procedure from 1st April 2016 onwards

Functions:

1. Deal with RTI applications and other related matters
2. Deal with legal and court related matter
3. File an affidavit on behalf of the committee

(D) Zonal Officers

Sr No	Name	Designation	Zone
1	Prof. P. G. Patel	Asso. Prof, Applied, LDCE	Central-1
2	Prof. Devang Panchal	Asso. Prof, Applied, MSU	Central-2
3	Prof. J. B. Sharma	Asso. Prof. Applied, GEC, Surat	South
4	Prof. C A Patel	Asso. Prof, CE, GEC, Modasa	North
5	Prof. C. H. Vithalani	Asso. Prof EC, GEC, Rajkot	West

Commencement of Work: During the admission procedure from 16th May 2016 onwards

Function: - Liaising between Help Centers and CCR.



(E) Officers on Special Duties (OSDs) for admissions

No	Area of Admission	Name	Designation	Commencement of Work
1	(i)Degree Engineering, (ii)Degree/ Diploma Pharmacy (iii) Hotel & Tourism Management	Prof. P D Patel	Asst. Prof, Auto, LDCE	10th February onwards
		Prof C K Makwana	Asso Prof, Mech, GEC Bharuch	
		Prof. A. B. Patel	Asst. Prof. Mech., GEC, Palanpur	
		Dr. A. B. Patel	Asst Prof, Maths, LDCE	
		Prof Parth Raval	Asst Prof Physics, LDCE	
2	Bachelor of Architecture	Prof. U. L. Makwana	Asso. Prof. Elect, LDCE	1 st March onwards
		Prof. Z. R. Chhaya	Asst. Prof. Civil, LDCE	
3	D to D Engineering & Pharmacy	Prof. S. P. Patel	Asso. Prof. Mech, VGEC	1 st April onwards
		Prof. P. D. Patel	Asst. Prof, Auto, LDCE	
4	PG-ME / M. Pharmacy	Prof. C. G. Bhagchandani	Asso. Prof, Chemical, GEC Bhuj	1 st April onwards
		Dr. Haribhai Rabari	Asst. Prof, LMCP	
5	MBA/MCA	Prof D P Maheshwari	Asso. Prof. Electrical, VGEC	1 st April onwards
		Prof. B. J. Panchal	Asso. Prof, Applied, LDCE	

Functions:

1. Liaising with CTE, Gandhinagar to pursue the different matters related to respective admission.
2. Preparation of information booklet for respective admission.
3. Post processing of statistical information.
4. CCR and Help Centre Coordination.
5. All related issued with CCR, Help Centre and Participating Institutes.
6. Liaison with NIC for design, development and conceptualization of software, modules and website management.
7. Identify the needs for Hardware and software
8. Create awareness among the students and parents.
9. Remittance of fees to institutes and refund of fees to the students in consultation with bank/account committee.



(F) Information and Computer Committee:-

Sr No	Name	Designation	Status
1	Prof D A Parikh	Head, Computer Dept. LDCE	Head
2	Shri J.M.Patel	Comp. Programmer, LDCE, Ahmedabad	Member
3	Shri H.H.Borisa	Computer Programmer, GP, A'bad	Member
4	Shri B B Bhatt	Comp. Operator , LDCE, Ahmedabad	Member

Commencement of Work: During the admission procedure from 1st April 2016 onwards

Function: -

1. Preparation & Verification of admission and VQ module
2. Data Validation and correction.
3. Preparation of database for Merit Preparation in consultation with ISI(If require).
4. Data require by NIC for Seat Allotment process.
5. Preparation of Post admission report.

(G) PG CET Committee:-

Sr No	Name	Designation	Status
1	Prof. A.R. Gandhi	Prof, Applied Mechanics, L DCE	Convener
2	Dr. Shreya Mehta	Professor ME, LDCE, Ahmedabad	Member
3	Dr. Bhavik Suthar	Asso. Prof., EE, GEC Modasa	Member

Commencement of Work: During the admission procedure from 16th May 2016 onwards

Function:-

1. Identify the printing and processing agency for PG CET
2. Smooth Conduction of Entrance Exam in PG Courses includes, schedule of exam , paper drawing, exam conduction , evaluation and preparation of result

(H) Coordination for Public Relation and Helpline Coordination Committee:-

Sr. No	Name	Designation	Status
1	Prof. A D Joshi	Asso Prof, Mech, GEC Bharuch	OSD
2	Prof. H.A. Shukla	Asst. Prof, Mech. LDCE, A'bad	OSD

Commencement of Work:

Coordination for Public Relation work: 1st April 2016 onwards

Coordination for Helpline work: 23rd May 2016 onwards

Function:-

1. Coordinating walking inquires at ACPC, Coordination with PRO, and coordination with helpline for correct information to be pass on helpline inquires. Prof A D Joshi will be the OSD deputed for the smooth functioning.
2. Prof H A Shukla will be OSD deputed at Helpline for smooth functioning of the helpline process.

(I) Store and Record Keeping :-

Sr. No	Name	Designation	Status
1	Shri D N Shah	Instructor, Mechanical, L D C E	In charge

Function:-

Maintain the record and store detail

(J) Admission Awareness Campaign Committee:-

Sr. No	Name	Designation	Status
1	Prof A D Joshi	Asso. Prof, Electrical , Dahod	In charge
2	Dr Bhavik Suthar	Asso. Prof, Electrical GEC Modasa	Member
3	Prof P B Patel	Asso. Prof, Mechanical, VGEC	Member
4	Prof D P Maheswari	Asso. Prof , Electrical, VGEC	Member
5	Prof M S Gadhvi	Asst Prof Geology , LDCE	Member

Commencement of Work: from 1st April 2016 to 16th May 2016

Function:-

1. Preparation of Schedule & Coordination of Awareness Program
2. Coordination with Nodal Institute for smooth functioning of Awareness Program.
3. Preparation of Presentation for awareness seminar
4. Arrangement of venue and other facilities required.
5. Arrangement of Vehicle for awareness program and remaining related activities with awareness seminar.
6. To conduct the awareness program at venue as per schedule
7. To advertisement the venue, time in local news paper as well as I local cable network at the place.
8. To book suitable slots from BISAG and Door Darshan for awareness program.
9. To reconcile and certify the expenses occurred during the awareness Seminar.

