

Date: 28/08/2024

List of Committee

I am pleased to inform you that, the following committees have been constituted to look after the academic and administrative activities of Narsinhbhai Patel Dental College & Hospital, Visnagar. All the committees head will have to report their activities to the Dean of institute on regular basis.

1) Cultural committee:

Sr. No	Name	Designation	Responsibility
1	Dr. Karna Bhardwaj Jani	Chairman	Promoting & arranging Extracurricular activities
2	Dr. Niraj Sunilkumar Thakar	Member	
3	Dr. Priya KishorKumar Patel	Member	
4	Dr. Avani Bipinchandra Patel	Member	

2) U.G Student coordinators & Nodal Officers for filing online Anti-Ragging form:

Sr. No	Name	Responsibility
1	Dr. Sareen Duseja	Chief Student Coordinators for Supervision, General instructions & Time Table preparation.
2	Dr. Aparna Pandey	1 st Year BDS Class Room & Lecture Maintenance and Time Table Preparation.
3	Dr. Jalpa Subhash Patel	2 nd Year BDS Class Room & Lecture Maintenance and Time Table Preparation.
4	Dr. Khyati Mahida	3 rd Year BDS Class Room & Lecture Maintenance and Time Table Preparation.
5	Dr. Vishal B. Parmar	4 th Year BDS Class Room & Lecture Maintenance and Time Table Preparation.
6	Dr. Shilpa Duseja	Interns Co-ordinator

3) Maintenance Committee:

Sr. No	Name	Responsibility
1	Dr. Karna Bhardwaj Jani	Maintenance of Equipments (all the Departments) Maintenance of Building
2	Dr. Ritu Randad Shah	

4) Patients care Committee:

Sr. No	Name	Responsibility
1	Dr. Dhaval Mehta	Supervision of committee work.
2	Dr. Vishal Parmar Prosthodontics	Monitoring proper treatment and scheduling recall/follow-up of patients, addressing patient's grievances and collecting patient feedbacks and management of patients help desk.
3	Dr. Jaideepa Oral Medicine	
4	Dr. Anagha S. Agrawal PHD	
5	Dr. Alpeshkumar Vaghela Orthodontics	
6	Dr. Prateek Javahir Pachore Conservative	

7	Dr. Jahanvi Chavda Periodontics	
8	Dr. Parthkumar J. Suthar Oral Surgery	
9	Dr. Dimpal M. Parmar Pedodontics	

5) CDE Committee:

Sr. No	Name	Responsibility
1	Dr. Sareen Duseja	Conducting regular CDE programs (Department wise) in the institute (as per DCI norms).
2	Dr. Neha Liya	

6) Research/Publication/SSIP Committee:

Sr. No	Name	Responsibility
1	Dr. Yash Bafna	1. Publication of article/book by faculties and students 2. PhD activities in coordination with SPU 3. Patent related work 4. Other research related activities 5. SSIP (Student Startup & Innovation Policy) activities at the Institute level & coordination with SPU.
2	Dr. Anagha S. Agrawal	

7) Revised Research Advisory Committee & Human Research Review Panel (HRRP)

Sr. No	Name	Designation
1	Dr. Vilas V. Patel	Chairman
2	Dr. Aparna Pandey	Member Secretary
3	Dr. Shobha Fernandes	Member
4	Dr. Hiral Parikh	Member
5	Dr. Ajay Kubavat	Member
6	Dr. Dhaval Mehta	Member
7	Dr. Anil Manugutti	Member
8	Dr. Shylaja Attur	Member
9	Dr. Sareen Duseja	Member

8) U.G/P.G Admission Committee:

Sr. No	Name	Responsibility
1	Dr. Nirav Patel	1. Managing the Institute's Marketing for UG/PG admission at the schools (for UG) and colleges (for PG). 2. Counselling for the UG & PG admission. 3. Guidance of new applicants applying for the UG/PG seats. 4. Managing/Supervising the admission procedure.
2	Dr. Rahul Patel	
3	Dr. Nikunj Patel	

9) P.G Student coordinators:

Sr. No	Name	Designation	Responsibility
1	Dr. Hiral Prikh	Coordinators	1) Addressing Grievances of MDS Students. 2) 1 st Year MDS Class Room & Lecture Maintenance 3) Time Table Preparation 4) Preparing guidelines for P.G's (LD, thesis, Short Studies, Code of Conduct, and Attendance).
2	Dr. Ajay Kubavat	Coordinators	
3	Dr. Ankur Singh	Member	
4	Dr. Priya K. Patel	Member	

10) Anti Sexual Harassment Cell:

Sr. No	Name	Responsibility
1	Dr. Khyati Viralkumar Patel Chairperson & Counsellor	1) To develop the guidelines and norms for a policy against sexual harassment. 2) To develop principles and procedures for combating sexual harassment. 3) To work out details for the implementation of the policy. 4) To prepare a detailed plan of action, both short and long term.
2	Dr. Yash Bafna Member Secretary	
3	Dr. Dharati Jayantibhai Patel Member	

11) Purchasing Committee:

Sr. No	Name	Committee Designation	Responsibility
1	Dr. Kailash Attur	Convener	To manage purchase of required materials / equipments.
2	Dr. Parthkumar Jayantilal Suthar	Member	

12) Examination Committee:

Sr. No	Name	Committee Designation	Responsibility
1	Dr. Birood Patel	Convener	Conducting and managing internal and university examination
2	Dr. Maulik Prajapati	Co-ordinator	

13) Website Committee:

Sr. No	Name	Committee Designation	Responsibility
1	Dr. Jalpa S. Patel	Convener	Managing & updating institute's website
2	Dr. Niharika Sarathy	Member	
3	Dr. Alpeshkumar M. Vaghela	Member	

14) Examination Grievances Redressal Committee:

Sr. No	Name	Committee Designation	Responsibility
1	Dr. Vilas Patel	Convener	Resolution of any grievance related to examinations
2	Dr. Anil Managutti	Member	
3	Dr. Birood Patel	Member	

15) Mentorship Committee:

Sr.No	Name	Designation	Responsibility
1	Dr. Shobha Fernandes	Co-ordinator	Supervision of mentorship activity & maintenance of student mentorship data
2	Dr. Yash Bafna	Member	
3	Dr. Aparna Pandey	Member	
4	Dr. Jalpa Patel	Member	
5	Dr. Khyati V. Patel	Member	
6	Dr. Vishal Balubhai Parmar	Member	

16) College Council:

Sr. No	Name	Designation	Responsibility
1	All head of departments	Members	Formulating rules and regulations for conducting academics smoothly in the college
2	Dr. Vilas V. Patel	Chairman	
3	Dr. Ankur Singh	Member Secretary	

17) Feed Back Analysis Committee:

Sr. No	Name	Designation	Responsibility
1	Dr. Pulkit Kalyan	Coordinator	<ul style="list-style-type: none"> ➤ Collecting student, alumni & faculty's feedbacks ➤ Analysis of the feedbacks received ➤ Reporting the feedback to the office of Dean on regular basis
2	Dr. Niral Thakar	Member	
3	Dr. Dimpal M. Parmar	Member	

18) Academic Curriculum / BOS Committee:

Sr.No	Name	Designation	Responsibility
1	Dr. Vilas Patel	Chairman	--
2	Dr. Shobhit K. Saxena	Member Secretary	Preparing curriculum & coordination with BOS.

19) Sports Committee:

Sr.No	Name	Designation	Responsibility
1	Dr. Vishal Parmar	Chairman	To encourage sports activities and to manage them at regular intervals.
2	Dr. Hitesh Patel	Member	
3	Dr. Ritu Randad Shah	Member	

20) SC/ST Cell

Sr.No	Name	Designation	Responsibility
1	Dr. Vilas Patel	Chairman	To resolve any grievance related to SC/ST and to report the same to the Dean.
2	Dr. Anil Managutti	Co-Chairman	
3	Dr. Hiral Parikh	Member	
4	Dr. Ajay Kubavat	Member	

21) Institutional Grievances Redressal Committee:

Sr. No	Name	Committee Designation	Responsibility
1	Dr. Vilas Patel	Chairperson	Resolution of any student related grievance.
2	Dr. Shobha Fernandes	Member	
3	Dr. Ajay Kubavat	Member	
4	Dr. Hiral Parikh	Member	
5	Dr. Sareen Duseja	Member	
6	Dr. Anil Managutti	Member	
7	Dr. Aparna Pandey	Member Secretary	

22) Women Development Cell:

Sr. No	Name	Committee Designation
1	Dr. Shobha Fernandez	Chairperson
2	Dr. Shylaja K Attur	Member
3	Dr. Hiral Parikh	Member

23) Alumni Relations Committee

Sr. No	Name	Committee Designation
1	Dr. Khyati Patel	Chairman
2	Dr. Avani Patel	Member
3	Dr. Priya Patel	Member
4	Dr. Jalpa Patel	Member

24) NAAC Committee:

Sr. No	Name	Committee Designation
1	Dr. Hiral Parikh	Institute's Chief Coordinator
2	Dr. Rahul Patel	Institute's Co-coordinator
3	Dr. Ajay Kubavat Dr. Shobhit K. Saxena	Criteria-1: Curricular Aspects
4	Dr. Kailash Attur	Criteria-2: Teaching-learning & Evaluation
5	Dr. Shilpa Duseja	Criteria-3: Research, Innovations & Extension
6	Dr. Dhaval Mehta	Criteria-4: Infrastructure & Learning Resources
7	Dr. Shylaja Attur	Criteria-5: Student Support & Progression
8	Dr. Shoba Fernandes	Criteria-6: Governance, Leadership & Management
9	Dr. Karna Jani	Criteria-7: Institutional Values & Best Practices

25) Transportation Committee:

Sr. No	Name	Committee Designation
1	Dr. Avani Patel	Chairman
2	Dr. Niral Sunilkumar Thakar	Member Secretary
3	Dr. Prateek Javahir Pachore	Member

26) Hostel coordinators:

Sr. No	Name of Faculty	Designation	Role
1	Dr. Anil Managutti	Professor & HOD Dept of Oral Surgery	Chief Coordinator of UG & PG Boy's Hostel
2	Dr. Shobhit K. Saxena	Professor, Dept. of Orthodontics	Coordinator of UG & PG Boy's Hostel
3	Dr. Anagha S. Agrawal	Reader, Public Health Dentistry	Chief Coordinator of UG & PG Girl's Hostel
4	Dr. Jaideepa	Reader, Dept. of OMR	Coordinator of UG & PG Girl's Hostel I
5	Dr. Neha B. Liya	Sr. Lecturer, Dept. of Prosthodontics	Coordinator of UG & PG Girl's Hostel

27) Internal Quality Assurance Cell:

Sr. No	Name	Committee Designation
1	Dr. Vilas Patel	Chairman
2	Dr. Hiral Parikh	Member Secretary
3	Dr. Ajay Kubavat	Member
4	Dr. Dhaval Mehta	Member
5	Dr. Shilpa Duseja	Member
6	Dr. Nirav Patel	Member

28) Constitution of Language Lab Committee

Sr. No	Name	Committee Designation
1	Dr. Shobhit K. Saxena	Convener
2	Dr. Karna Bhardwaj Jani	Member
3	Dr. Dimpal M. Parmar	Member

29) Nodal Officers for filing Online Anti-Ragging form

As per the UGC & DCI norms, the following faculties have been appointed as Nodal officers for filing online Anti Ragging forms of students at NPDCH. Each officer listed below will take responsibility of students in courses as mentioned in the table.

Sr. No	Year	Name of Nodal Officer	Responsibility
1	1 st BDS	Dr. Aparna Pandey	All the Nodal officers will submit students' Anti-Ragging Undertaking/Affidavit Reports to the administrative office every year at the start of each academic term.
2	2 nd BDS	Dr. Jalpa Patel	
3	3 rd BDS	Dr. Khyati V. Patel	
4	4 th BDS	Dr. Vishal Balubhai Parmar	
5	Interns	Dr. Shilpa Duseja	
6	MDS	Dr. Hiral A. Parikh	

30) Anti Ragging Committee

Sr.No	Name	Committee	Designation
1	Dr. Vilas V. Patel	Dean	Dean
2	Dr. Shobhit K. Saxena	Professor	Professor & HOD
3	Dr. Hiral Parikh	Professor & HOD	Professor & HOD
4	Dr. Shylaja Attur	Professor & HOD	Professor & HOD
5	Dr. Aparna Pandey	Reader & HOD	Reader & HOD
6	Mr. Rajanbhai Khatri	Boys Hostel Rector	Boys Hostel Rector
7	Varshaben K. Raval	Girls Hostel Rector	Girls Hostel Rector

31) Anti Ragging Squad Committee

Sr. No	Name	Designation	Committee Designation
1	Dr. Vilas V. Patel	Dean	Chairman
2	Dr. Ajay Kubavat	Professor & HOD	Member
3	Dr. Shylaja Attur	Professor & HOD	Member
4	Dr. Shobhit K. Saxena	Professor	Member
5	Dr. Neha B. Liya	Reader	Member Secretary
6	Mr. Rajanbhai Khatri	Boys Hostel Rector	Member
7	Varshaben K. Raval	Girls Hostel Rector	Member

32) Anti Ragging Mentoring Cell

Sr. No	Name	Designation	Committee Designation
1	Dr. Vilas V. Patel	Dean	Chairman
2	Dr. Ajay Kubavat	Professor & HOD	Member
3	Dr. Hiral Parikh	Professor & HOD	Member Secretary
4	Dr. Shobhit K. Saxena	Professor	Member
5	Mr. Rajanbhai Khatri	Boys Hostel Rector	Member
6	Varshaben K. Raval	Girls Hostel Rector	Member

33) Student Counseling Committee

Sr. No	Name	Designation	Committee Designation
1	Dr. Vilas V. Patel	Dean	Chairman
2	Dr. Ajay Kubavat	Professor & HOD	Member
3	Dr. Hiral Parikh	Professor & HOD	Member
4	Dr. Shylaja M.D	Professor & HOD	Member
5	Dr. Sareen Duseja	Professor	Member Secretary

34) Student Discipline Committee

Sr. No	Name	Designation	Committee Designation
1	Dr. Vilas Patel	Dean	Chairman
2	Dr. Ajay Kubavat	Professor & HOD	Member
3	Dr. Dhaval Mehta	Professor & HOD	Member Secretary
4	Dr. Shylaja M D	Professor & HOD	Member
5	Dr. Shobha Fernandes	Professor & HOD	Member

35) Internal Complaints Committee (ICC)

Sl. No.	Name	Designation	Contact No. & Email
1.	Dr. Shobha Fernandes Percy	Chairperson & Counsellor	7567622346 sfernandes.fds@spu.ac.in
2.	Mr. Pareshbhai Vyas	External Advisors	9978910374 Pareshvyas004@gmail.com
3.	Dr. Anil Maruti Managutti	Member	9727756155 amanagutti.fds@spu.ac.in
4.	Dr. Dhaval Niranjana Mehta	Member	9825528915 dnmehta.fds@spu.ac.in
5.	Dr. Sareen Duseja	Internal Member	9979961730 sduseja.fds@spu.ac.in
6.	Dr. Anagha S. Agrawal	Member	9690341451 anagha.fds@spu.ac.in
7.	Dr. Shilpa Duseja	Member Secretary	9978909445 shilpaduseja.fds@spu.ac.in

36) Research Seed Grant Committee

Research Seed Grant Committee			
Sl. No.	Name	Committee Designation	Contact No. & Email
1.	Dr. Vilas V. Patel Dean, NPDCH	Chair Person	9824094813 vpatel.fds@spu.ac.in
2.	Dr. Anil Maruti Managutti, HOD, Department of OMFS	Member	9727756155 amanagutti.fds@spu.ac.in
3.	Dr. Shobha Fernandes Percy HOD, Department of Pedo	Member	7567622346 sfernandes.fds@spu.ac.in
4.	Dr. Yash Bafna Professor, NPDCH	Member	9907524137 ybafna.fds@spu.ac.in

37) Question Paper Review Committee:

Sr. No	Name	Committee Designation
1	Dr. Anil Managutti	Chair Person
2	Dr. Dhaval Mehta	Member
3	Dr. Khyati Patel	Member

38) Placement Cell:

Sr. No	Name of Faculty	Designation	Committee Designation	Contact No.
1	Dr. Shobhit Saxena	Professor	Chairman	8057609194
2	Dr. Karna Jani	Reader	Member	9574443233
3	Dr. Dimpal Mahendrabhai Parmar	Sr. Lecturer	Member	8128447424
4	Dr. Hitesh Baldevbhai Patel	Tutor	Member	9924040483

39) Model Code of Conduct Monitoring Committee:

Sl. No.	Name	Designation
1.	Dr. Sareen Duseja	Chief Student Coordinator
2.	Dr. Aparna Pandey	Member
3.	Dr. Jalpa Subhash Patel	Member
4.	Dr. Khyati Mahida	Member
5.	Dr. Vishal B. Parmar	Member
6.	Dr. Shilpa Duseja	Member

40) Committee to prepare Annual Report

Responsibility: The following committee will collect and compile the annual report of the college and submit to the university.		
Sl. No.	Name	Designation
1.	Dr. Hiral Parikh	Chairman
2.	Dr. Sareen Duseja	Member Secretary
3.	Dr. Shilpa Duseja	Member
4.	Dr. Shoba Fernandes	Member
5.	Dr. Kailash Attur	Member
6.	Dr. Yash Bafna	Member
7.	Dr. Dhaval Mehta	Member
8.	Dr. Rahul Patel	Member

41) IDP Committee:

Sr. No.	Name	Committee Designation
1.	Dr. Sareen Duseja	Chairman
2.	Dr. Ankur Singh	Member Secretary
3.	Dr. Shylaja Attur	Member
4.	Dr. Yash Bafna	Member
5	Dr. Shobhit Saxena	Member

Dr. Vilas Patel
Dean

Copy to: 1) Concerned Committee members
2) All HOD's for information
3) Office of the Dean, NPDCH