

# UNIVERSITY MANAGEMENT AND ADMINISTRATION



## Chapter - II



## 2.1 University Set-Up

The University set-up consists of Chancellor, Vice Chancellor, Board of Management, Academic Council and Faculties of Agriculture, Agricultural Engineering & Technology, Fisheries Science, Veterinary Science & Animal Husbandry, Agri-Business Management, Home Science, Horticulture and Post Graduate Studies with their Boards of Studies. Hon'ble Governorshri of Gujarat State is the Chancellor of the University. The Vice Chancellor is the Principal Executive and Academic Officer of the University and Ex-Officio Chairman of Board of Management, Academic Council, Research Council and Extension Education Council. During the period under report, Dr. A.R. Pathak worked as Vice Chancellor of the Junagadh Agricultural University.

The Gujarat Agricultural University bifurcated into four universities on the basis of agro-climatic conditions representing Saurashtra, Middle Gujarat, South Gujarat and North Gujarat regions. Junagadh Agricultural University comprises Junagadh, Gir-Somnath, Rajkot, Morbi, Jamnagar, Devbhumi Dwarka, Surendranagar, Bhavnagar, Amreli and Porbandar districts of Saurashtra region. This University is looked after by the Vice Chancellor who co-ordinates all the education, research and extension education activities.

The University has implemented the principle of decentralization of powers in order to run the administration smoothly and efficiently. Administrative as well as financial powers have been delegated to various Heads of Units and Sub-Units located at different places in the University. The administrative structure is evolved in such a way that coordination and integration of education, research and extension education at all levels are well maintained.

## 2.2 University Authorities

Following authorities were functioning under the provisions of Section-17 of the Gujarat Agricultural Universities Act-2004 during the year under report.

1. The Board of Management
2. The Academic Council
3. The Faculties and Board of Studies of
  - 3.1) Agriculture
  - 3.2) Agricultural Engineering & Technology
  - 3.3) Fisheries Science
  - 3.4) Veterinary Science & Animal Husbandry
  - 3.5) Post Graduate Studies
  - 3.6) Faculty of Home Science & Nutrition
  - 3.7) Faculty of Horticulture
  - 3.8) Faculty of Agri-business Management
4. Research Council
5. Extension Education Council



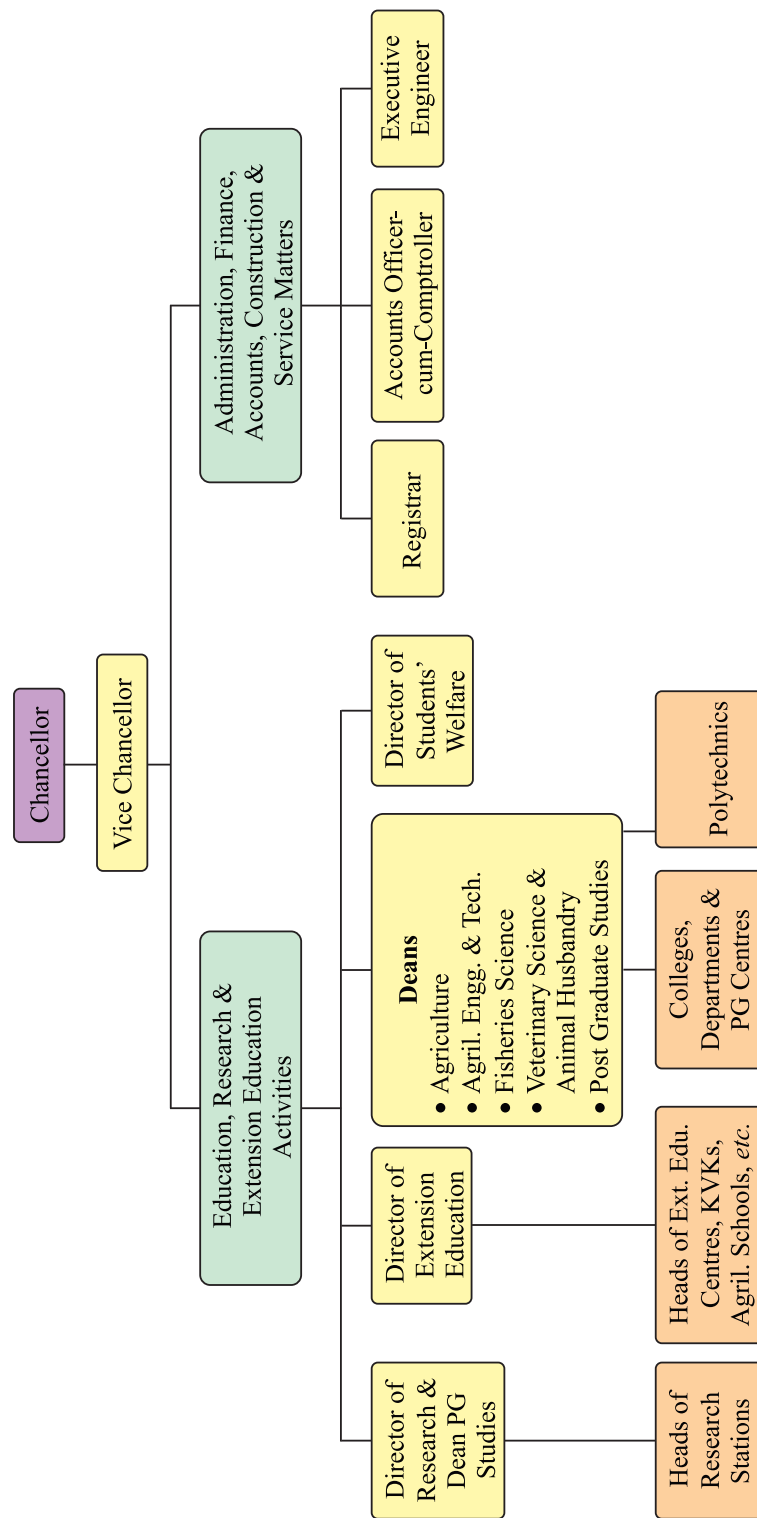


During the year under report, the following were officers of the University.

No	Name	Designation	Period	
			From	To
1.	Shri Om Prakash Kohli	Chancellor	01.04.2016	Continue
2.	Dr. A.R. Pathak	Vice-Chancellor	01.04.2016	Continue
3.	Dr. N.K. Dhamsaniya	I/c. Registrar	01.04.2016	25.10.2016
	Dr. A. M. Parakhia	I/c. Registrar	26.10.2016	Continue
4.	Dr. A.Y.Desai	I/c Director Research and Dean of P.G. Studies	01.04.2016	10.05.2016
	Dr. V. P. Chovatia	I/c Director Research and Dean of P.G. Studies	11.05.2016	Continue
5.	Dr. A.M. Parakhia	Director of Extension Education	01.04.2016	Continue
6.	Shri. S.K. Jethani	Comptroller	01.04.2016	Continue
7.	Dr. P.V. Patel	I/c. Director of Students' Welfare	01.04.2016	Continue
8.	Dr. A.V. Barad	Dean, Agriculture Faculty	01.04.2016	Continue
9.	Dr. N.K. Gontia	Dean, Agricultural Engineering & Technology Faculty	01.04.2016	Continue
10.	Dr. A.Y. Desai	Dean, Fisheries Faculty	01.04.2016	Continue
11.	Dr. P.H. Tank	Dean, Veterinary Faculty	01.04.2016	Continue
12.	Dr. K.A. Khunt	Dean, Agri-Business Management Faculty	01.09.2016	Continue

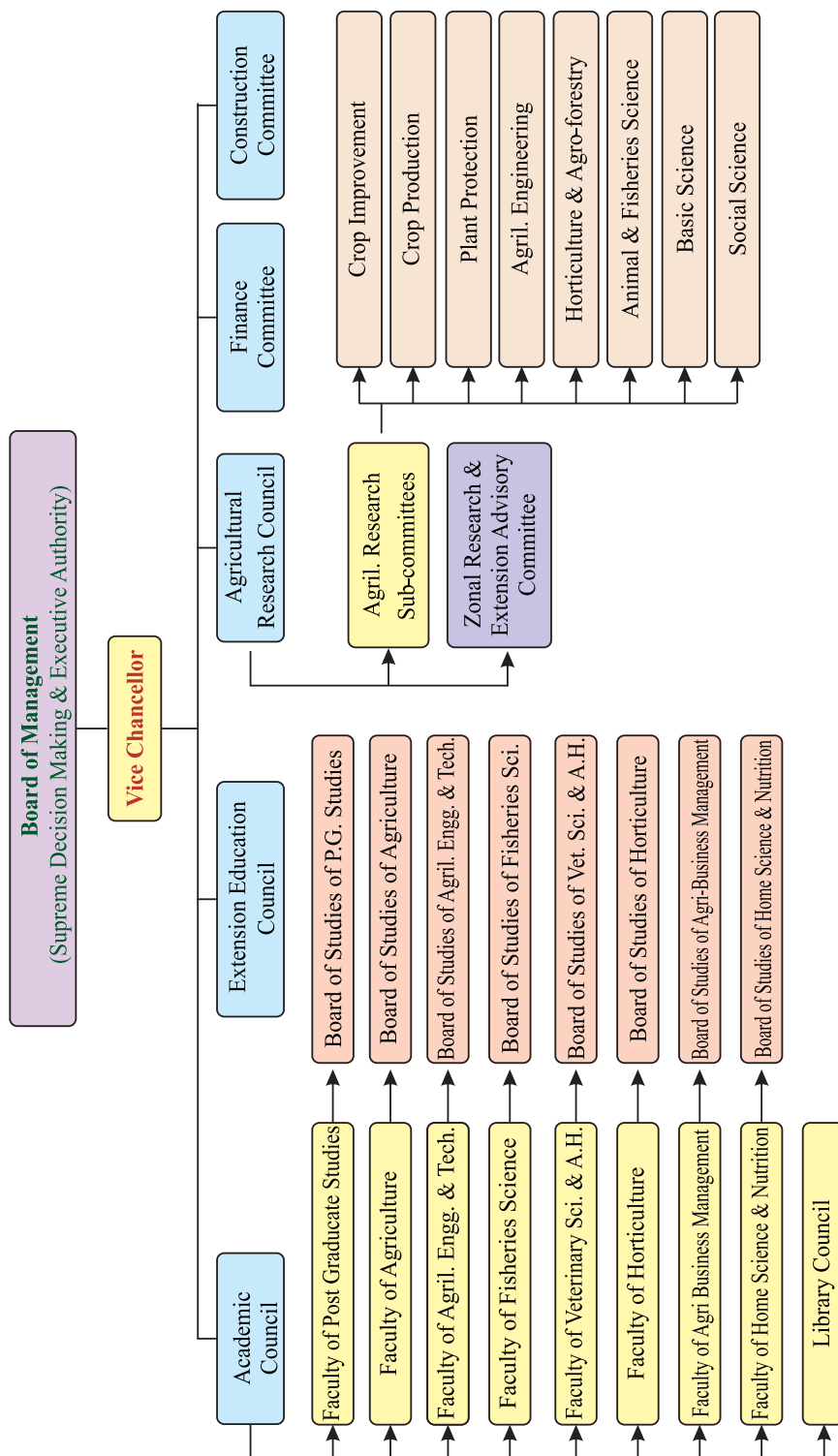


# ORGANOGRAM





# Organizational Chart and Decision Channel





## 1. The Board of Management

### i) Constitution

The Board of Management is supreme decision making and executive authority of the University consisting of the following members

#### Class-I Ex-officio Members

No.	Name	Designation
1.	Dr. A.R. Pathak	The Vice Chancellor
2.	Shri. A.M. Solanki	The Secretary to the Government of Gujarat, Agriculture & Co-operation Department or an officer not below the rank of Deputy Secretary of that Department designated by the Secretary
3.	Shri M.T. Shah Shri N.L. Pujara	The Secretary to the Government of Gujarat, Education Department or an officer not below the rank of Deputy Secretary of that Department designated by the Secretary
4.	Shri Sanjivkumar	The Secretary to the Government of Gujarat, Finance Department or an officer not below the rank of Deputy Secretary of that Department, designated by the Secretary
5.	Dr. B.R.Shah	The Director of Agriculture, Gujarat State
6.	Dr. Hita Patel	The Director of Animal Husbandry, Gujarat State
7.	Dr. R.A. Sherasiya	The Director of Horticulture, Gujarat State
8.	Dr. A.Y. Desai Dr. V.P. Chovatia	One Director, to be nominated by the Vice-Chancellor from amongst the Director of Research and Dean of Post-graduate Studies or the Director of Extension Education.
9.	Dr. P.H. Tank Dr. A.V. Barad	One member nominated by the Vice Chancellor by rotation in the prescribed manner from amongst the Deans of Faculties

#### Class-II Ordinary Members

Seven persons, not being officers, to be nominated as follows, namely

No.	Name	Designation
(a) To be nominated by the State Government		
1.	Vacant	One member of the Gujarat Legislative Assembly,
2.	Dr.P.R. Godhani	Two Agricultural Scientists having background of Agricultural Research or Education,
3.	Dr. M.M. Modhvadiya	
4.	Shri. Virambhai Karavadra	One farmer
5.	Vacant	One Eminent woman social worker having experience in rural development
6.	Vacant	One Distinguished Agro-industrialist
(b)		
7.	Dr. Jitendrakumar Director, DMAPR, Boriavi, Anand	One representative nominated by the Director General of Indian Council of Agricultural Research, New Delhi





The Vice Chancellor and Registrar are the Chairman and Secretary, respectively of the Board of Management. The term of office of the nominated members is of three years.

The Board of Management is the principal executive autonomous authority of the University, which considers and reviews all the financial, administrative and academic matters of the

No.	Meeting No.	Date	Place	Chairman
1.	Forty One	22.04.2016	Junagadh	Dr. A.R. Pathak
2.	Forty Two	22.07.2016	Junagadh	Dr. A.R. Pathak
3.	Forty Three	28.10.2016	Junagadh	Dr. A.R. Pathak
4.	Forty Four	07.01.2017	Junagadh	Dr. A.R. Pathak

**In various BOM meetings several decisions were finalized as under:-**

- Approval of Best Teacher Award for the year 2014-15 and 2015-16
- Approval and implementation of revised Vice Chancellor's Gold Medal Rules and Regulations.
- Approval of 12<sup>th</sup> Annual Report of the Junagadh Agricultural University for the year 2015-16.

## 2. The Academic Council

The academic council has the control, general regulation and be responsible for maintenance of the standards of education, teaching and examinations of the University.

### 1) Constitution

The Academic Council consists of the following members, namely

- (1) The Vice Chancellor (Ex-officio) - Chairman
- (2) The Director of Research and Dean, Post Graduate Studies (Ex-officio)
- (3) The Deans of Faculties (Ex-officio)
- (4) The Director of Extension Education (Ex-officio)
- (5) Six members nominated by the Vice Chancellor by rotation in the prescribed manner from amongst the Heads of Departments of the Faculties and the Research Scientists of the University.
- (6) It may co-opt for such period as may be prescribed as its additional members not more than ten persons representing different disciplines of agriculture & allied sciences irrespective of whether they are connected with the University as its members, teachers or otherwise.

University. The Board is assisted by the Vice Chancellor, Academic Council, Board of Studies and Officers of the University in taking decisions and deciding policies.

### ii) Meeting of the Board of Management

During the period under report, four regular meetings of the Board of Management were held.

The Vice Chancellor and Registrar are the Chairman and Secretary, respectively in the Academic Council. The term of office of the members of the Academic Council other than ex-officio members shall be of three years.

**During the period under report, Academic council have taken several important decisions pertaining to education and research as below :-**

- Approved Barcoded Marksheet generated from exam software of the University.
- Approved and implementation of Common Academic Rules and Regulations-2016 for the Post Graduate studies from the Academic year 2016-17.
- Approved and implementation of revised syllabii for the faculty of Veterinary Science and Animal Husbandary as per the Veterinary Council of India, New Delhi.
- Approved and recommended to Board of Management for two donor Gold plated silver medals for Master degree in Genetics & Plant Breeding as well as Soil science and Agril. Chemistry subject.
- Approved the MoU between Saurashtra University & Junagadh Agricultural University has been made for Post Graduate Research & Education.
- Approved the MoU between Florida Agricultural and Mechanical University (FAMU) & Junagadh Agricultural University for the collaborative works of education, research and extension education.



## ii) Members of the Academic Council

List of Members attended various meetings of the Academic Council during the year 2016-17

No.	Name	Designation
1.	Dr. A.R. Pathak	Vice Chancellor (Chairman)
Director	2. Dr. A.Y. Desai Dr. V.P. Chovatia	Director of Research & Dean, PG Studies
	3. Dr. A.M. Parakhia	Director of Extension Education
	4. Dr. A.V. Barad	Dean, Agriculture Faculty
Dean	5. Dr. N.K. Gontia	Dean, Agril. Engg. & Tech. Faculty
	6. Dr. A.Y. Desai	Dean, Fisheries Science Faculty
	7. Dr. P.H. Tank	Dean, Veterinary Science & A.H. Faculty
	8. Dr. K.A. Khunt	Principal, Post Graduate Institute of Agri-Business Management
HOD/Research Scientist	9. Dr. C.K. Mandavia Dr. R.S. Chovatia	Professor & Head, Genetics & Plant Breeding Professor & Head, Horticulture
	10. Dr. R. Subbaiah Dr. P.M. Chauhan	Professor & Head, Soil & Water Engineering, CAET Professor & Head, RE & RE, CAET
	11. Dr. B.K. Sagaraka Dr. P.R. Kanani	Professor & Head, Agronomy Professor & Head, Extension Education
	12. Dr. M.A. Vaddoria Dr. V.J. Bhatiya	Research Scientist, Onion-Garlic Research Scientist, Seed Science & Technology
	13. Dr. P.K. Kapadia Dr. L.K. Dhaduk	Research Scientist, Fruit Research Station, Mahuva Research Scientist, Cotton Research Station, Junagadh
	14. Dr. P.U. Gajbhiye Dr. M.R. Gadaria	Research Scientist, A.G.B., Cattle Breeding Farm Research Scientist, Bull Mother Farm of Cattles & Jafrabadi Buffalos
Co-opted members	15. Dr. T.L. Dholariya	Managing Director, Solar Agrotech Pvt. Ltd., Rajkot
	16. Dr. K.V. Pethani	Rtd. Professor (GAU), Junagadh Former Campus Director (Junagadh Zone), Ahmedabad
	17. Dr. R.K. Jain	Principal, ADIT, Vallabh Vidyanagar
	18. Dr. A.M. Shekh	Rtd. Vice Chancellor (AAU), Kirti Park Society, Anand
	19. Dr. K.N. Vyas	Rtd. Principal (Vet. Col.), Ankur Society, Anand
	20. Dr. P.C. Mankodi	Professor & Head, M.S. University, Vadodara
	21. Dr. M.B. Chetti	Assistant Director General (HRD), ICAR, New Delhi
	22. Dr. V.P. Chovatia	Principal, College of Agriculture, JAU, Amreli
23. Dr. P.V. Patel	Director of Students' Welfare	
24. Dr. C.D. Lakhani	Professor, PGIABM, JAU, Junagadh	
25. Dr. N.K. Dhamsania Dr. A.M. Parakhia	Registrar (Secretary)	



**iii) Meeting of the Academic Council**

Four meetings of the Academic Council were held during the period of 01.04.2016 to 31.03.2017 as under:

No.	Meeting No.	Place	Date
1.	Thirty Six	Conference Hall, Office of the Vice Chancellor, Junagadh	08.04.2016
2.	Thirty Seven	Conference Hall, Office of the Vice Chancellor, Junagadh	02.07.2016
3.	Thirty Eight	Conference Hall, Office of the Vice Chancellor, Junagadh	19.10.2016
4.	Thirty Nine	Conference Hall, Office of the Vice Chancellor, Junagadh	04.01.2017

**3. Faculties**

The Section 23 of the GAUs Act-2004 indicates that there shall be faculties of Agriculture and allied sciences and such other faculties as may be prescribed. Accordingly, Faculties of P.G. Studies, Agriculture, Agricultural Engineering & Technology, Fisheries Science, Veterinary Science & Animal Husbandry, Home Science & Nutrition, Horticulture and Agri-Business Management were constituted.

**4. Board of Studies**

The Section 24 of the GAUs Act-2004 indicates that there shall be a Board of Studies for every subject or group of subjects or as may be prescribed. Accordingly, the following Board of Studies were constituted.

- 1) Board of Studies of Post Graduate Studies
- 2) Board of Studies of Agriculture
- 3) Board of Studies of Agricultural Engineering & Technology
- 4) Board of Studies of Fisheries Science
- 5) Board of Studies of Veterinary Science & Animal Husbandry
- 6) Board of Studies of Home Science & Nutrition
- 7) Board of Studies of Horticulture
- 8) Board of Studies of Agri-Business Management

During the year under report, four meetings of the Board of Studies of various faculties were held. The venues of the meeting, date, etc. were as under:

No.	Name of Board of Study	Meeting No.	Venue	Date
1.	Agriculture	Tenth	Junagadh	18.03.2017
2.	Fisheries Science	Tenth	Junagadh	15.03.2017
3.	Veterinary Science & Animal Husbandry	Eighth	Junagadh	30.08.2016
		Ninth	Junagadh	15.03.2017

**2.3 Reservation Policy**

The Reservation policy is implemented in the university as per the Gujarat Government rules.

**The Ratio of Direct Recruitment are as under. :**

Scheduled Cast	Scheduled Tribe	Social & Educational Backward Class	Physical Handicap
07	15	27	03

**The Ratio of Promotion :**

Scheduled Cast	Scheduled Tribe
07	15



## 2.4 SC/ST Cell

The SC/ST Cell was established in Junagadh Agricultural University, Junagadh vide Office Order No. JAU/Reg/A.3.1/(8)2012/13242-13321/Junagadh Dated: 16.06.12 with the post of Chairman, Member Secretary and five members. Account Officer-cum-Comptroller was appointed as liaison officer. The committee was reformed due to the retirement and deputation of the members Vide Office Order No. JAU/Reg./A-3.1(R)/(8)2012/24267-97/Junagadh dated 01/12/2014.

During the report period, four meetings of SC/ST Cell were held at Veraval, Junagadh and Amreli colleges to discuss the issues of SC/ST employees and students and forwarded the same.

## 2.5 Gender Committee (University Level) / Internal Complain Committee

As per directives of The Gazette of India, Part II, Section - 1, No.18 dated 23.04.2013, Ministry of Law and Justice & the Common Statutes for Agricultural Universities of Gujarat, the "Gender Committee (Uni. Level) / Internal Complain Committee" consisting following members was constituted at university level with the work of all the cases of sexual harassment of women at workplace (Prevention, Prohibition and Redressal) that could be referred by it and is empowered to recommend stern action against the guilty.

Members of Gender Committee			
No.	Name	Designation	Address
1.	Dr.Chetanaben K. Mandavia	Chairperson / Presiding Officer	Professor and Head, Department of Genetics & Plant Breeding, College of Agriculture, J.A.U., Junagadh
2.	Dr. K. Ravikala	Member	Professor & Head, Instructional Livestock Farm Complex, College of Vet.Sci.& A.H., J.A.U., Junagadh
3.	Dr. P.R. Kanani	Member	Professor and Head, Dept. of Agril. Extension Education College of Agriculture, J.A.U., Junagadh
4.	Smt. Urmila P. Gameti	Member	Head Clerk, Office of the Registrar, J.A.U., Junagadh
5.	Head of Unit to which the case relates. In case involving the non-teaching employees, the Registrar or his nominee shall be the member.	Member	Concerned Head or Registrar as per the case.
6.	Smt. Shakuntalaben Yadav	Member	Principal, Kambaliya Kanya Vidhyalaya, Junagadh [Member- Gujarat Yoga & Sanskruti Gathan (Sanyog Trust), Junagadh ]
7.	The topper student	Member	Office of the Principal & Dean, concerned faculty
8.	Smt. Jagruti D. Bhatt	Secretary	Asstt. Professor, PGIABM, J.A.U., Junagadh



## 2.6 University Level Other Committees

There are various university level committees and details of meeting conducted by the various committees are furnished below:

### (1) Construction Committee

No.	Meeting No.	Place	Date
1.	47 <sup>th</sup>	Junagadh	09.07.2016
2.	48 <sup>th</sup>	Junagadh	17.11.2016

### (2) Quarters Allotment Committee

No.	Meeting No.	Place	Date
1.	-	Junagadh	16.04.2016
2.	-	Junagadh	30.01.2017

### (3) Planning & Development Committee

No.	Meeting No.	Place	Date
1.	4 <sup>th</sup>	Junagadh	19.10.2016

### (4) Library Committee

No.	Meeting No.	Place	Date
1.	8 <sup>th</sup>	Junagadh	01.06.2016

### (5) Purchase Committee

No.	Meeting No.	Place	Date
1.	5 <sup>th</sup>	Junagadh	23.09.2016

### (6) Finance Committee

No.	Meeting No.	Place	Date
1.	6 <sup>th</sup>	Junagadh	30.09.2016

These committees/sub-committees provide basis for decision making by the Academic Council / Board of Management.



