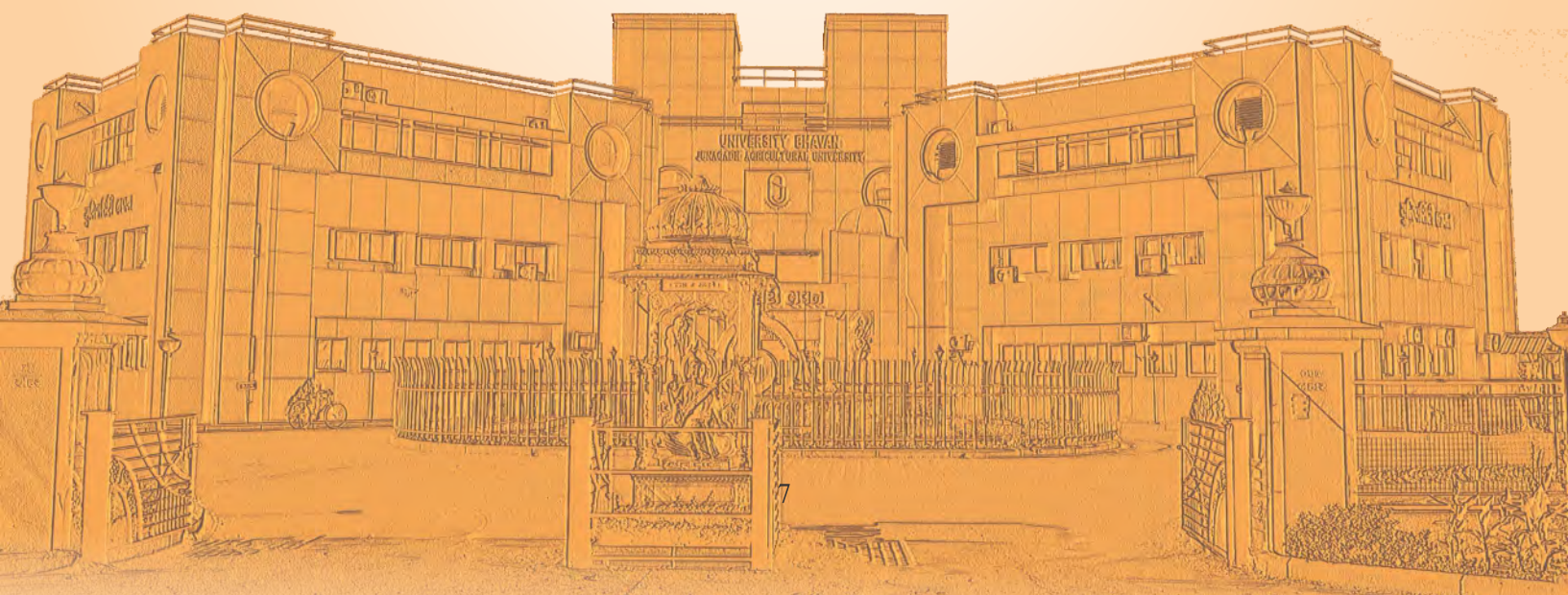




## Chapter - II



# UNIVERSITY MANAGEMENT AND ADMINISTRATION



## 2.1 University Set-Up

The University set-up consists of Chancellor, Vice Chancellor, Board of Management, Academic Council and Faculties of Agriculture, Horticulture, Agricultural Engineering & Technology, Fisheries Science, Veterinary Science & Animal Husbandry, Agri-Business Management, Home Science & Nutrition and Post Graduate Studies with their Boards of Studies. Hon'ble Governor 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 and Dr. V. P. Chovatia 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.

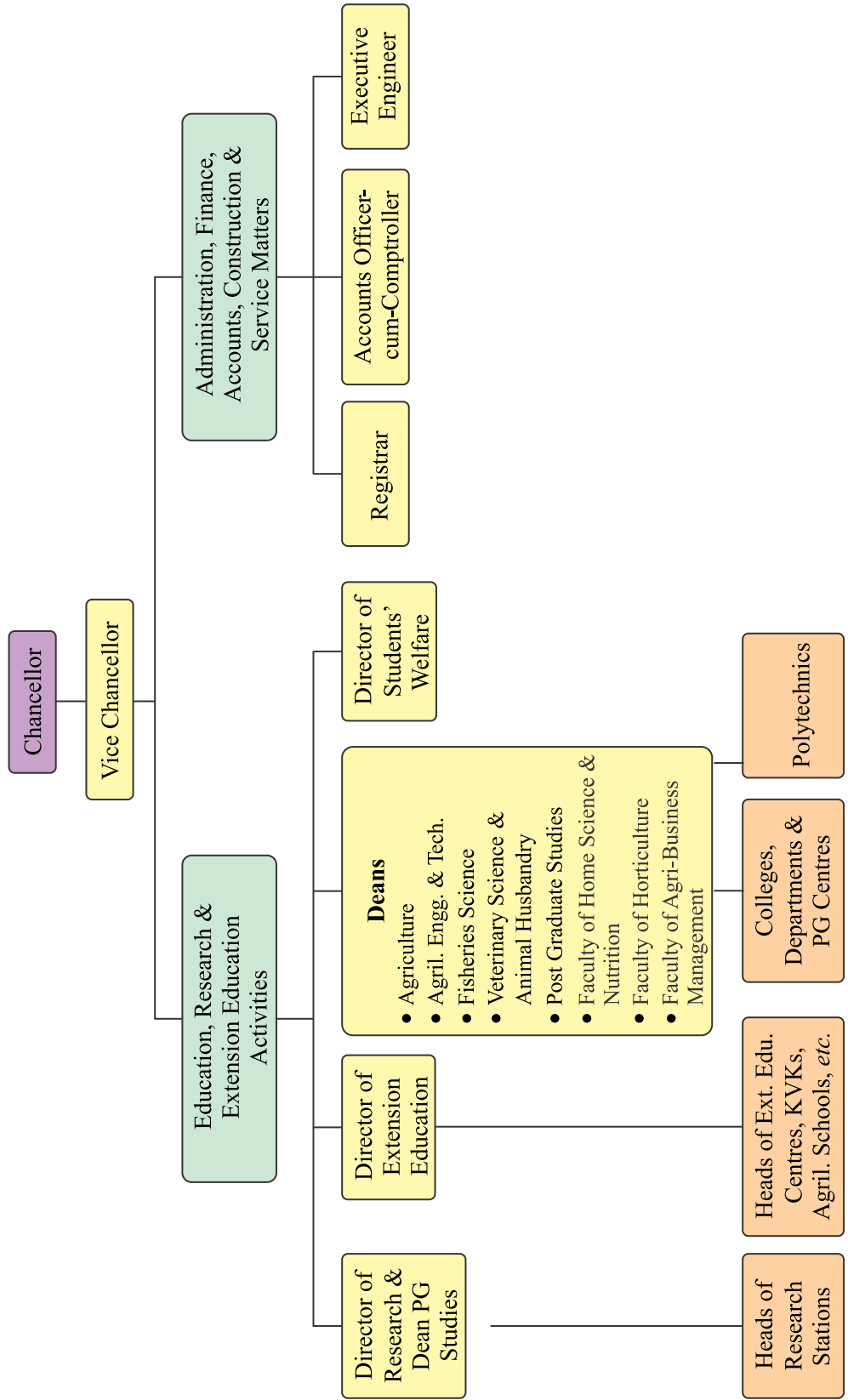
1. The Board of Management
2. The Academic Council
3. The Faculties and Board of Studies of
  - 3.1) Agriculture
  - 3.2) Agricultural Engineering & Technology
  - 3.3) Fisheries Science
  - 3.4) Veterinary Science & Animal Husbandry
  - 3.5) Post Graduate Studies
  - 3.6) Faculty of Home Science & Nutrition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



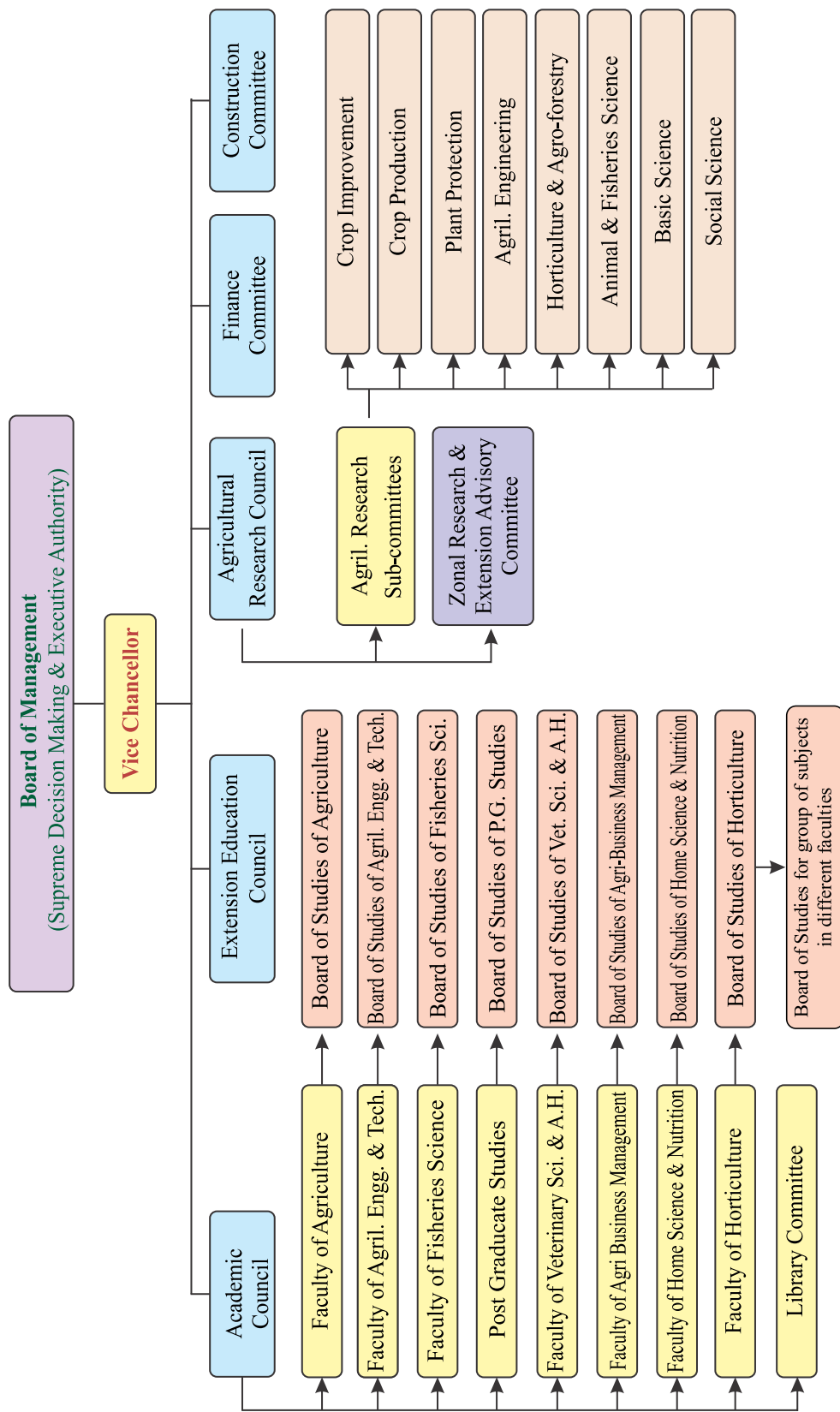
**During the year under report, the following were officers of the University.**

No.	Name	Designation	Period	
			From	To
1.	Shri O. P. Kohli	Chancellor	01.04.2019	21.07.2019
	Shri Acharya Devvrat	Chancellor	22.07.2019	Continue
2.	Dr. A. R. Pathak	Vice-Chancellor	01.04.2019	06.10.2019
	Dr. V. P. Chovatia	I/c. Vice-Chancellor	07.10.2019	Continue
3.	Dr. P. M. Chauhan	I/c. Registrar	01.04.2019	Continue
4.	Dr. V. P. Chovatia	Director Research and Dean of P.G. Studies	01.04.2019	Continue
5.	Dr. P. V. Patel	I/c. Director of Extension Education	01.04.2019	31.07.2019
	Dr. V. V. Rajani		01.08.2019	31.01.2020
	Dr. B. K. Sagarka		01.02.2020	Continue
6.	Shri. K. S. Hun	I/c. Comptroller	01.04.2019	03.11.2019
	Shri. S. K. Jethani	Comptroller	04.11.2019	Continue
7.	Dr. V. R. Malam	Director of Student Welfare Affairs	01.04.2019	Continue
8.	Dr. V. P. Chovatia	Dean, Agriculture and Horticulture Faculty	01.04.2019	06.02.2020
	Dr. B. B. Kunjadiya	I/c. Dean, Agriculture and Horticulture Faculty	07.02.2020	Continue
9.	Dr. N. K. Gontia	Dean, Agricultural Engineering & Technology Faculty	01.04.2019	Continue
10.	Dr. A.Y. Desai	Dean, Fisheries Science Faculty	01.04.2019	Continue
11.	Dr. P. H. Tank	Dean, Veterinary Science Faculty	01.04.2019	Continue
12.	Dr. K. A. Khunt	Dean, Agri-Business Management Faculty	01.04.2019	Continue

# ORGANOGRAM



# Organizational Chart and Decision Channel



### 2.2.1. 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, namely

#### Class-I Ex-officio Members

No.	Name	Designation
1.	Dr. A.R. Pathak	The Vice Chancellor
	Dr. V. P. Chovatia	
2.	Shri. Sanjay Prasad	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
	Shri.Punamchand Parmar	
3.	Shri J. M. Misan	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
	Shri V. T. Mandora	
4.	Shri Milind Torvane	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
	Shri Roopwant Singh	
5.	Dr. B. M. Modi	The Director of Agriculture, Gujarat State
6.	Dr. A.J.Kachhiya Patel	The Director of Animal Husbandry, Gujarat State
	Dr. F. S. Thakar	
7.	Dr. P. M. Vaghasia	The Director of Horticulture, Gujarat State
8.	Dr. P. V. Patel	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.
	Dr. V. V. Rajani	
	Dr. B. K. Sagarka	
9.	Dr. N. K. Gontia	One member nominated by the Vice Chancellor by rotation in the prescribed manner from amongst the Deans of Faculties
	Shri K. D. Panchal	The Director ATMA and Sameti, Gujarat State

#### 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. K. V. Pethani	Two member having background of agricultural and allied sciences.
3.	Dr. A. M. Parakhia	
4.	Vacant	One farmer
5.	Shri Jyotiben Vachhani	One Eminent woman social worker having experience in rural development.
6.	Dr. T. L. Dholaria	One Distinguished Agro-industrialist.

(b)		
7.	Dr. N.S. Rathore, DDG (Edu.), ICAR.	One representative nominated by the Director General of Indian Council of Agricultural Research, New Delhi.
	Dr. R. C. Agrawal, DDG (Edu.), ICAR.	

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

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.

No.	Meeting No.	Date	Place	Chairman
1.	Fifty One	20.05.2019	Junagadh	Dr. A.R. Pathak
2.	Fifty Two	23.09.2019	Gandhinagar	Dr. A.R. Pathak
3.	Fifty Three	17.12.2019	Gandhinagar	Dr.V. P. Chovatia
4.	Fifty Four	15.02.2020	Junagadh	Dr.V. P. Chovatia

### 2.2.1. The Academic Council

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

#### I) 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.

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.



## ii) Members of the Academic Council

List of Members attended various meetings of the Academic Council during the year 2019-20

No.	Name	Designation
1.	Dr. A.R. Pathak	Vice Chancellor (Chairman)
	Dr.V. P. Chovatia	
Director	2. Dr.V. P. Chovatia	Director of Research & Dean, PG Studies
	3. Dr. P. V. Patel	Director of Extension Education
	Dr. V. V. Rajani	
Dean	Dr. B. K. Sagarka	
	4. Dr. V. P. Chovatia	Dean, Agriculture & Horticulture Faculty
	Dr. B. B. Kunjadiya	Dean, Agriculture & Horticulture Faculty
	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	Dean, Post Graduate Institute of Agri-Business Management	
HOD/Research Scientist	9. Dr. P.M. Chauhan	Professor & Head, Department of REE
	10. Dr.S. M. Upadhyay	Professor & Head, Department of Agril. Statistic
	11. Dr. S. G. Savaliya	Professor & Head, Department Soil Science & Agril. Chemistry
	12. Dr. V.J. Bhatia	Research Scientist, Department of Seed Science & Technology
		Dr. K. Ravikala
	13. Dr. M.R. Gadaria	Research Scientist, Bull Mother Farm, Amreli
		Dr. K. L. Dobariya
Dr. R. B. Madariya		Research Scientist, Main Oil seed Research Station
14. Dr. J. H. Vachhani	Research Scientist, Vegetable Research Station	
Co-opt members	15. Dr. P. R. Bhatnagar	Principal Scientist and Head, Indian Institute of Soil & Water Conservation, Vasad, Dist- Anand
	16. Dr. R. B. Rudani	Associate Professor, 302- Swastik Flat, Near to Carmel Covent School, Gandhigram, Junagadh
	17. Dr. L. L. Sharma	Rtd. Professor and Dean, P. A. -207 Road-13, Ashoknagar, Udaipur, Rajsthan
	18. Dr. A. V. Barad	Rtd. Principal, 28-A, Bankers Colony, Pramukh Swami road, Opposite to JAU Campus, Junagadh
	19. Dr. P. P. Zaveri	Rtd. Professor, 801- Milestone building, Drive in Cinema Road, Thaltej, Ahmedabad
	20. Dr. P. R. Godhani	Rtd. Professor (GAU), Junagadh
	21. Dr. P. S. Pandey	Assistant Director General (EP & HS.), ICAR, New Delhi
	22. Dr. K. N. Vyas	Rtd. Principal (Vet. Col.), Ankur Society, Anand
	23. Dr. V. R. Malam	Director of Students' Welfare, JAU, Junagadh



<b>Invitee</b>	24.	Dr. B. K. Sagarka	Principal, College of Agriculture, JAU, Junagadh
		Dr. M. A. Vaddoria	Principal, College of Agriculture, JAU, Junagadh
	25.	Dr. R. K. Odedara	Principal, College of Agriculture, JAU, Khapat
	26.	Dr. P. M. Chauhan	Registrar (Secretary)

### iii) Meeting of the Academic Council

Four meetings of the Academic Council were held during the period of 01.04.2019 to 31.03.2020 as under:

No.	Meeting No.	Place	Date
1.	Forty Six	Conference Hall, Office of the Vice Chancellor, Junagadh	06.05.2019
2.	Forty Seven	Conference Hall, Office of the Vice Chancellor, Junagadh	03.09.2019
3.	Forty Eight	Conference Hall, Office of the Vice Chancellor, Junagadh	13.12.2019
4.	Forty Nine	Conference Hall, Office of the Vice Chancellor, Junagadh	10.02.2020

### Important Decision Taken by Academic Council & Board of Management

1. Insurgence of software generated barcoded transcript & notification for UG and PG.
2. The University has started students Group Insurance Policy.
3. Accepted grant from ASPEE foundation, Mumbai for College of Agriculture, Khapat (Porbandar).

### 2.2.3 Faculties

Section 23 of the GAUs Act-2004 provides 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 and Veterinary Science & Animal Husbandry, Home Science & Nutrition, Horticulture, Agri-Business Management were constituted.

### 2.2.4 Board of Studies

Section 24 of the GAUs Act-2004 provides 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, various meetings of the Board of Studies of various faculties were held. The venue of the meeting, date, etc. were as under:

No.	Name of Board of Study	Meeting No.	Venue	Date
1.	Agriculture	Twelfth	Junagadh	23.10.2019
2.	Agricultural Engineering & Technology	Twelfth	Junagadh	21.10.2019
3.	Veterinary Science & Animal Husbandry	Eleventh	Junagadh	21.10.2019
4.	Post Graduate Studies	Thirteenth	Junagadh	26.02.2020
5.	Horticulture	Fifth	Junagadh	23.10.2019
6.	Fisheries Science	Eleventh	Junagadh	22.10.2019

### 2.3 Reservation Policy

The University is a grant-in-aid institute hence; the University follows the State Government norms and implements its Notifications and Government Resolutions, issued time to time, regarding implementation of Reservation policy for recruitments and promotions.

### Roster Policy :

The roster policy are implemented in the university as per the state governments General Administration Department's resolution No.PVS-1696-878-G.4, Dt.08/03/1999 & Similar Resolution No.PVS-1696-878-Part-II-G.4 Dt.05/09/2000 & Resolution No.EWS/122019/45903/A, Dt.25/01/2019.

#### The Ratio of Direct Recruitment are as under

Scheduled Cast	Scheduled Tribe	Social & Educational Backward Class	Economically Weaker Section	Physical Handicap
07	15	27	10	04

#### The Ratio of Promotion

Scheduled Cast	Scheduled Tribe
07	15

In the direct selection relaxation in the age limit should be given as per government resolution.

### 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. 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/(8)2012/15943-50/Junagadh dated 13/10/2017.

During the report period, four meetings of SC/ST Cell were held at Junagadh 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.

No.	Name	Designation	Address
1.	Dr. S. K. Mandavia	Chairperson / Presiding Officer	Asso. Professor, College of Agricultural Engg. & Technology, J.A.U., Junagadh
2.	Dr. Minaxi K. Baria	Member	Associate Professor, College of Agriculture, J.A.U., Motabhandaria, Amreli.

3.	Dr. P.R. Kanani	Member	Professor and Head, Dept. of Agril. Extention Education College of Agriculture, J.A.U., Junagadh
	Dr. D. R. Mehta		Asso. Professor and Head, Dept. of Genetics & Plant Breeding, J.A.U., Junagadh
4.	Smt. Urmila P. Gameti	Member	Office Suprentendent, 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. Jayshreeben M. Vekaria	Member	President, Junagadh City-District Leva Patel Mahila Mandal, A-5, Shreedharnagar-1, Bh. Lalbag, Opp. New Collector office, Junagadh
7.	The topper student	Member	Office of the Principal & Dean, concerned faculty
8.	Smt. Shivani R. Patel	Secretary	Asstt. Professor, Department of Entomology, College of Agriculture, 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 Number	Date	Place	Chairman
1	58 <sup>th</sup>	05.09.2019	Junagadh	Dr. A.R.Pathak
2	59 <sup>th</sup>	02.10.2019	Junagadh	Dr. V.P.Chovatia
3	60 <sup>th</sup>	03.02.2020	Junagadh	Dr. V.P.Chovatia
4	61 <sup>st</sup>	16.03.2020	Junagadh	Dr. V.P.Chovatia

**(2) Planning & Development Committee**

No.	Meeting No.	Place	Date
1.	7 <sup>th</sup>	Junagadh	14.10.2019

**(3) Library Committee**

No.	Meeting No.	Place	Date
1.	13 <sup>th</sup>	Junagadh	04.06.2019
2.	14 <sup>th</sup>	Junagadh	06.02.2020

**(4) Purchase Committee**

No.	Meeting No.	Place	Date
1.	8 <sup>th</sup>	Junagadh	14.11.2019

**(5) Finance Committee**

No.	Meeting No.	Place	Date
1.	9 <sup>th</sup>	Junagadh	24.07.2019

**(6) Quarter Allotment Committee**

One meeting of Quarter Allotment Committee were held during the year 2019-20 as mentioned below:

No	Date	Place	Chairman
1	14.11.2019	Junagadh	Dr. V.P.Chovatia

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