

GOVERNMENT ENGINEERING COLLEGE SECTOR-28, GANDHINAGAR

Information for public. (Govt of Gujarat)

Government Engg. College, Sector 28, Gandhinagar, established in 2004 cherishes a mission to nurture the young aspirants for the technical industry. It is affiliated with Gujarat Technological University and approved by AICTE-Government of India. Our new campus was inaugurated by Smt. Anandiben Patel, Hon'able minister for higher and technical education on 24th September 2007 .It is spread over 31 acres of land.

INFRASTRUCTURE FACILITY:

The institute has newly constructed buildings such as administrative block, 5 academic blocks, a workshop block, library block and amenities block. Hostel Construction is about to finish, that can accommodate 290 boys students and 180 Girls Students. Auditorium having a capacity of 250 Persons is under construction.

DUTIES:

Apart from having a new infrastructure institute has competent teaching faculties to impart technical knowledge to students. It is well equipped with state of art laboratories. The structure and duties are given as follows

Principal (Head of Office)						
Administration	Account section	Student section	Store	Academic Departments	Library	Hostel
Administrative Officer	Account Officer	In charge Officer	Purchase Officer	HOD	Librarian	Rector
O.S.	H.C.	O.S.	Procurement Officer	Professor	Asst Librarian	Warden
Clerk	Cashier	Senior Clerk	Store Keeper	Associate Professor	Cataloger	Hostel clerk/ Care Taker
Peon	Clerk	Peon		Assistant Professor	Peon	Peon
	Peon			Ad-hoc Lecturer		
				Visiting Faculty		
				Supporting Staff		

Principal (Head of Office)					
RTI	GTU/GU Coordinator	Civil And Electrical Maintenance	Training And Placement officer	Gymkhana	Networking Computer maintenances
Appellate officer	Supporting Staff	Supporting Staff	Supporting Staff	Supporting Staff	Supporting Staff
PIO					
APIO					

Principal (Head of Office)			
Anti Ragging Cell	GKS	Security Officer	Women Development cell
Supporting Staff	Supporting Staff	Supporting Staff	Supporting Staff

Vision:

To produce global technocrats who can serve the society in a better way at State, National and International level.

Mission:

GECG offers various undergraduate technical programs

- To produce competent technocrats
- To produce need based education
- To provide quality technical education
- To develop strong Industry Institute linkages
- To provide technical service to the society
- To impart education in the area of Engg. and Technology for undergraduates

The institute offers following under graduate programs

Program (BE)	Year of starting	Year Duration (yrs.)	Sanctioned intake
Electronics & Communication	2004-05	4 yrs	60 (2004-05)
			120 (2009-10)
Instrumentation and Control	2004-05	4 yrs	60 (2004-05)
			120 (2009-10)
Computer Engineering	2004-05	4 yrs	60 (2004-05)
			120 (2009-10)
Biomedical Engineering	2004-05	4 yrs	60 (2004-05)
			120 (2009-10)
Mining	2008-09	4 yrs	Closed from 2010-11
Metallurgy	2008-09	4 yrs	60
Information Technology	2009-10	4 yrs	60

The institute also offers following post graduate programs

Program (ME)	Year of starting	Year Duration (yrs.)	Sanctioned intake
Computer Science & Engineering	2010-11	2 yrs	18
Biomedical Engineering	2010-11	2 yrs	18

Mechanism available for monitoring the service and public grievances done by Head of Office and concerned responsible head of department.

Address & Contact No of Institute.

Government Engineering College, Sector -28, Gandhinagar-382028,
Gujarat, India.

Ph. 079-23215167

Fax: 079-23215965

Principal_gecp@yahoo.co.in

Working Days and Timings of Institution.

Monday to Saturday (except 2nd & 4th Saturday)

From 10.30 am to 6.10 pm

The powers and duties of officers and employees:

1. Principal (Cl. - I): As Head of office all administrative and financial powers delegated by Govt. of Gujarat Responsibility of Academic administration.

Financial: As per the GFR, contingency rules delegation of financial power laid by Govt. of Gujarat.

Other:

1. Purchase as per procedure power delegated by govt. of Gujarat vide financial power (delegation) rules-1998 Manual of office procedure for purchase of stores by the Govt. Dept., Industries & mines Dept. Govt. of Guj.
2. Consultancy as per power delegated by govt. of Gujarat vide GR. No. 1973/101105/GH dt.30/10/73 & 3/11/80
3. Post Diploma (part time) Degree course admission vide G.R.No.SCT-1089 1259 (96) dt. 29-1-1997
4. P. G. Admission as per AICTE guidelines
5. Hostel admission rules.GR.No.GEC-1074-77/35809 GH dt.26/7/77

2. Administrative Officer: - To assist in all administrative duties, control for organization coordination as per instruction from Head of office for the institution.

3. Accounts Officer: To manage all financial matters of payment & receipt as per the govt. rules as Drawing and Disbursing Officer.

4. Store Officer: To carry purchase of material and equipment as per Institutions requirement and take work from subordinate staff.

5. Librarian: To manage all library functions for the students & faculty of college.

6. Student Section Incharge: Managing student record and carry, liaisoning with university in academic and other student related activities with the help of subordinate staff.

7. Rector: Hostel and mess administration and provide necessary accommodation and other necessary facilities to the students.

8. Professor: Managing the respective academic program development consultancy and contact the subordinate teaching and technical staff.

9. Associate Professor and Assistant Professor: Teaching & duties imparted by the HOD

10. Instructional Staff: To maintain laboratory and assist in performing experiments.

**The procedure followed in decision making process including channels
Supervision and accountability:**

Establishment, comprising of Administrative officer, Accounts officer, Store officer follows the rule of Govt. of Gujarat for service, finance and disciplinary power delegated.

For students, university rules are followed for academic, examination.
For academic matter, Head of department opinion is considered if unbiased

NB. -Rules and regulation are followed as shown in point 2 for various offices which are available from office of the principal.

The norms set for the discharge of its functions:

Norms are framed by Govt. of Gujarat and Directorate of Technical Education for administration and for academic matter Gujarat University and Gujarat Technological University (presently) and AICTE rules are followed.

**The rules, regulations, instructions, manuals and records used by employees
for discharging their functions:**

- Prescribed syllabus of various courses
- U.G. admission according to Govt. guidelines
- Hostel admission according to merit based
- Store purchase according to Govt. Rules

**The particulars of any arrangement that exists for consultation with or
representation by the members of the public, in relation to the formulation of
policy or implementation thereof.**

- ☐ Implementing academic reforms as set by itself and approved by affiliated university. AICTE and Govt. of Gujarat.
- ☐ A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted by it additional information as to whether the meeting of these are open to the public, or the minutes of such meetings are accessible to the public.
- ☐ No, only implement policy.

A directory of its employees

Sr.No.	Name of Department	Name of Staff	Designation
1	Principal	Dr.(Mrs) Rajul K Gajjar	Principal
2	General Dept.	Prof.B.M.Patel	Assistant Professor (Maths)
		Prof.M.A.Patel	Assistant Professor (Maths)
		Prof.M.I. Bosmia	Assistant Professor (Maths)
		Prof.D.M.Diwan	Assistant Professor (Maths)
		Prof.N.D.Patel	Assistant Professor (Maths)
		Prof.G.C.Panchal	Assistant Professor (Maths)
		Prof.D.J.Prajapati	Assistant Professor (Maths)
		Prof.Y.M.Parmar	Assistant Professor (Maths)
		Prof.J.M.Panchal	Assistant Professor (Physics)
		Prof.D.H.Sahay	Assistant Professor (Physics)
		Prof.Parul Popat	Assistant Professor (Humanity)
3	Civil Engg. Dept.	Prof.U.D.Pandya	Assistant Professor
4.	Applied Mechanics Dept.	Prof.P.I.Bhatt	Associate Professor
		Prof.D.A.Sagar	Assistant Professor
		Prof.U.K.Patel	Assistant Professor
		Prof.A.B.Patel	Assistant Professor
		Shri D.M.Amnekar	Lab Assistant
5.	Electrical Dept.	Prof.K.K.Bhatt	Assistant Professor
6.	Mechanical Dept.	Prof.D.R.Shah	Associate Professor
		Prof.V.V.Prajapati	Associate Professor
		Prof.D.B.Trivedi	Assistant Professor
		Prof.V.N.Modi	Assistant Professor
		Prof.Y.A.Joshi	Assistant Professor
		Prof.N.K.Patel	Assistant Professor
		Prof.K.K.Pansal	Assistant Professor
		Shri.B.P.Parmar	Instructor.
7	Electronics & communication Engg dept.	Prof.C.R.Parekh	Associate Professor
		Prof.J.K.Bhavsar	Assistant Professor
		Prof.A.J.Dave	Assistant Professor
		Prof.S.H.Patel	Assistant Professor
		Prof.D.H.Patel	Assistant Professor
		Prof.Kruti Trivedi	Assistant Professor
		Prof.D.H.Dave	Assistant Professor
		Prof.N.M.Banker	Assistant Professor

		Prof.N.K.Chaudhary	Assistant Professor
		Ms Viharika Patel	Assistant Professor
		Shri.B.K.Parmary	Lab Assistant
8.	Instrumentation & Control Dept.	Prof.M.B.Hingu	Assistant Professor
		Prof.A.D.Rathod	Assistant Professor
		Prof.K.K.Acharya	Assistant Professor
		Prof.K.B.Pathak	Assistant Professor
		Prof.N.V.Patel	Assistant Professor
		Ms Aarti Patel	Assistant Professor
		Mr Mitul Dave	Assistant Professor
		Ms Swati Rathod	Assistant Professor
9.	Computer Engg. Dept. & Information Tech. Dept.	Prof.M.B.Chaudhari	Professor
		Prof.S.M.Shah	Associate Professor
		Prof.P.J.Patel	Assistant Professor
		Prof.N.S.Shroff	Assistant Professor
		Prof.V.H.Borisagar	Assistant Professor
		Prof.K.K.Jani	Assistant Professor
		Ms.M.K.Modi	Adhoc Lecturer
		Mr Prashant Chaudhari	Assistant Professor
		Mr Jamin Shroff	Assistant Professor
		Ms Anamika Mittal	Assistant Professor
		Ms D.M Muchhadia	Assistant Professor
		Shri.G.T.Shah	Instructor
10.	Bio-Medical Dept.	Prof.J.B.Vyas	Associate Professor
		Prof.G.D.Parmar	Assistant Professor
		Prof.P.V.Patel	Assistant Professor
		Prof.M.B.Patel	Assistant Professor
		Ms Rutu Nayak	Assistant Professor
		Mr Priyank Shah	Assistant Professor
		Ms Neelam Modi	Assistant Professor
		Ms Megha Patel	Assistant Professor
11.	Metallurgy Dept.	Prof.D.G.Sharma	Assistant Professor
		Prof.H.H.Jadav	Assistant Professor
		Prof.P.K.Nanavati	Assistant Professor
		Smt.Minal Dani	Adhoc Lecturer
		Prof.K.K.Acharya	Officer In charge
12.	Student Section	Mr R.J. Chauhan	Head Clerk
		Shri.N.C.Chavda	Lab Assistant
		Prof.P.I.Bhatt	Store Officer
13.	Store Section	Shri D.M.Amnekar	Lab Assistant
		Prof.S.M.Shah	Administrative Officer
14.	Establishment Section	Shri.P.B.Chauhan	Sr. Clerk
		Shri K.C.Patni	Peon
		Prof.J.M.Panchal	Officer In charge
15.	Account Section	Prof.D.J.Prajapati	Supporting Member
		Prof.D.M.Diwan	Supporting Member
		Prof.G.C.Panchal	Supporting Member
		Shri.G.K.Paramar	Office Superintendent

		Smt Minal Dani	Officer In charge
16.	Library Section	Shri R.M.Shrimali	Assistant Librarian
		Shri M.M.Chauhan	Peon

The budget allocated to each of its agency indicating the particulars of all plans, proposed expenditures and reports on disbursements made. Plane Provision 2012-13 (Rs. in Lakhs)

		Rs. In Lakhs
BUDGET HEAD	2203: Directorate of Technical Education	OUTLAY 2012-13
Sr. No.	ITEM	PROPOSED EXPENDITURE 2012-13
	SALARIES	
1	PAY OF OFFICER	23000000
2	PAY OF ESTABLISHMENT	2200000
	DP CLASS 1 & 2	330000
	DP CLASS 3 & 4	50000
3	OTHER ALLOWENCE	0
4	LEAVE TRAVEL CONCESSION	0
5	MEDICAL REIMBURSEMENT	0
6	MEDICAL ALLOWENCE	65000
7	BONUS	2500
8	LEAVE ENCASHMENT	0
9	HOUSE RENT ALLOWANCE	4500000
10	COMPANSATORY LOCAL ALLOWANCE	200000
11	INTERIM RELIF	0
12	TRANSPORT ALLOWANCE	0
13	SALARY [R.P]	0
14	SALARY[B.R]	0
15	R.O.P. ARIARS (GAZZETED)	7000000
16	R.O.P. ARIARS (NON-GAZZETED)	4500000
	WASHING ALLOWENCE	400
17	AICTE ARIARS	0
18	DEARNESS ALLOWANCE	14000000
19	TRAVEL EXPENSES [PTA]	700000
20	OFFICE EXPENSES	11500000
21	RENT RATE & TAXES	0
22	ADVERTISEMENT & PUBLICATION	0
23	SCHOLARSHIP & STIPEND	0
24	MAINTENANCE	0
25	MACHINERY & EQUIPMENT	0
26	SDDITATIONAL DONATION	0
27	MATERIAL & SUPPLIES	0
28	PAYMENT OF PROFESSIONAL & SPECIAL SERVICES	4000000
29	FESTIVAL ADVANCE	7000
30	FOOD GRAIN ADVANCE	
	TOTAL	72054900

ESTIMATED EXPENDITURE UP TO AUGUST 2012 (PLAN)		
		Rs. In Lakhs
BUDGET HEAD	2203: Directorate of Technical Education	OUTLAY 2012-13
Sr. No.	ITEM	PROPOSED AMOUNT
	SALARIES	
1	PAY OF OFFICER	11000000
2	PAY OF ESTABLISHMENT	1125000
	DP CLASS 1 & 2	35000
	DP CLASS 3 & 4	12000
3	OTHER ALLOWENCE	0
4	LEAVE TRAVEL CONCESSION	0
5	MEDICAL REIMBURSEMENT	0
6	MEDICAL ALLOWENCE	40000
7	BONUS	0
8	LEAVE ENCASHMENT	0
9	HOUSE RENT ALLOWANCE	1900000
10	COMPANSATORY LOCAL ALLOWANCE	100000
11	INTERIM RELIF	0
12	TRANSPORT ALLOWANCE	0
13	SALARY [R.P]	0
14	SALARY[B.R]	0
15	R.O.P. ARIARS (GAZZETED)	2000000
16	R.O.P. ARIARS (NON-GAZZETED)	0
	WASHING ALLOWENCE	250
17	AICTE ARIARS	3000000
18	DEARNESS ALLOWANCE	9010000
19	TRAVEL EXPENSES [PTA]	400000
20	OFFICE EXPENSES	3000000
21	RENT RATE & TAXES	0
22	ADVERTISEMENT & PUBLICATION	0
23	SCHOLARSHIP & STIPEND	0
24	MAINTENANCE	0
25	MACHINERY & EQUIPMENT	0
26	SDDITATIONAL DONATION	0
27	MATERIAL & SUPPLIES	0
28	PAYMENT OF PROFESSIONAL & SPECIAL SERVICES	700000
29	FESTIVAL ADVANCE	0
30	FOOD GRAIN ADVANCE	0
	TOTAL	32322250

- The manner of executive of subsider programmes, including the Amounts allocated and the details and beneficiaries of such programmes.

Not applicable

- Particulars of recipients of concessions, permits or authorizations granted by it.

Not applicable

- Details of the information available to or held by it reduced in an electronic form.

Institution Web site

- The particulars of facilities available to citizens for obtaining information including the working hours of a library of reading room if maintained for public use.

Citizens are not allowed to use library.

The names, designations, and other particulars of the public information officers:

Name of organization:

GOVERNMENT ENGINEERING COLLEGE,
SECTOR -28,
GANDHINAGAR 382028

SR NO.	NAME	DESIGNATION	TELEPHONE NO.
1	Dr.(Mrs) Rajul K Gajjar	Appellate officer	079-23215167
2	Prof. D R Shah	PIO	
3	Prof. S. M Shah	APIO	

Such other information as may be prescribed and thereafter updated every year.

Placement/Admission/ Institution website: www.gecg28.ac.in

notice put on notice board

notice published in newspaper.