

Organizational Structure

Department of Education, Government of Gujarat

Commissionerate of Higher Education (CHE)

Principal

IQAC

Academic
Dept.

Adm.
Office

IT &
Library

Committee

Coordinator

- NAAC
- AISHE
- NIRF
- GSIRF

HODs

- Faculty Members

Registrar

- Head Clerk
- Support staff

IT & Library

- Lab Technician
- Library Clerk

Faculty Coordinators

- Admission, Exam, SSIP, SRC, etc.

Brief Description of Roles

1. Education Department, Government of Gujarat

- The Education Department is the apex body responsible for policy formulation and oversight of the education system in Gujarat, including school and higher education.

2. Commissionerate of Higher Education (CHE), Gujarat

- The Commissionerate of Higher Education functions under the Education Department and specifically handles administration and governance of government and grant-in-aid colleges in the state.

3. Principal

- The head of the institution; oversees academic, administrative, and strategic functions. Reports to the CHE.

4. IQAC (Internal Quality Assurance Cell)

- Ensures the quality of academic and administrative processes. Plans seminars, innovations, and NAAC-related activities.

5. Academic Departments

- Heads of Departments (HoDs) lead their respective streams (Arts, Commerce).
- Faculty members deliver the curriculum, guide students, and participate in co-curricular activities.

6. Administrative Office

- Managed by the Registrar, this unit handles admissions, student records, fee collection (now through ERP), payroll, and university communications.
- Includes clerks, accountants, and support staff.

7. Library & IT Services

- The Library clerk manages book resources, journals, and digital access for students and faculty.
- IT support oversees digital infrastructure including ERP, student databases, and e-resources.

8. Committees

- Functional units formed for various institutional responsibilities, such as:
 - ❖ Admission Committee

- ❖ Examination Committee
- ❖ Saptdhara Committee
- ❖ NSS/NCC Units
- ❖ Research and Development Cell
- ❖ Grievance Redressal Cell
- ❖ College Development Committee
- ❖ CWDC
- ❖ UDISHA & Placement Cell
- ❖ Gymkhana Committee

9. Startup/Innovation Cell

- Operates under KCG to promote student entrepreneurship and innovation

10. Students' Representative Council

- Student representatives working with faculty to promote campus activities and leadership