



NAVSARI AGRICULTURAL UNIVERSITY

**Prof. Jaimin R. Naik**  
Director

**DIRECTORATE OF STUDENTS' WELFARE**  
NAVSARI AGRICULTURAL UNIVERSITY  
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## CIRCULAR

### Local Organizing Committee for Sustaining Equality through Universities (SETU)

As per the directives from Hon'ble Vice Chancellor, for successful organization of seminar on "Gender Sensitisation, Nutrition and PoSH Act" under Sustaining Equality Through Universities (SETU) in association with Gender Resource Centre, Women and Child Development Department, Government of Gujarat for the students, staff and faculties of NAU, Navsari. The programme will be held at Central Examination Hall, NAU, Navsari on 20-21 February 2026, the following committees has been formulated. All concerns are informed to perform their duties under the guidance and direct control of Conveners of respective committee.

#### 1. Central Committee:

Dr. T. R. Ahlawat	Hon'ble VC and DR & Dean PGS, NAU, Navsari	Convener	Responsibility
Dr. H. M. Viridia	Registrar, NAU, Navsari	Co-Convener	<ul style="list-style-type: none"> <li>To supervise the overall activity of the event.</li> <li>To provide guidance to various committees for smooth and hazard free event.</li> </ul>
Dr. H. R. Sharma	DEE, NAU, Navsari	Co-Convener	
Prof. Jaimin R. Naik	DSW, NAU, Navsari	Co-Convener	
Dr. Alka Singh	Dean & Principal, ACH, Nodal Officer, Gender Committee, NAU, Navsari	Co-Convener	
Dr. P. B. Patel	Dean & Principal, NMCA	Member	
Dr. M. B. Tandel	Dean & Principal, CoF	Member	
Dr. Sanjay Jha	Dean & Principal, ASBI, Surat	Member	
Dr. P. K. Shrivastava	Dean & Principal, CAET, Dediapada	Member	
Dr. J. J. Pastagia	Principal, AABMI	Member	
Dr. D. D. Patel	Principal, CoA, Bharuch	Member	
Dr. Ajay P. Patel	Principal, CoA, Waghai	Member	
Dr. Vipul Shinde	Executive Engineer, NAU	Member	
Dr. V. R. Naik	ADR, NAU, Navsari	Member	
Dr. Lalit Mahatma	ADR, NAU, Navsari	Member	
Mr. C. B. Naik	Comptroller NAU	Member	

#### 2. Finance Committee:

Dr. Alpesh Leua	Professor, ACH	Convener	Responsibility
Dr. D. J. Chaudhari	Asst. Prof., ACH	Co-Convener	<ul style="list-style-type: none"> <li>Expenditure for the programme and maintenance of record</li> <li>UTC (Utilization certificate)</li> </ul>
Prof. Swati Ganvit	Asst. Prof., Horti. Polytech.	Member	
Dr. Priyanka Patel	Asst. Prof., Horti. Polytech.	Member	

### 3. Welcome and Invitation Committee:

<b>Dr. Alka Singh</b>	<b>Nodal Officer, Gender Committee, NAU</b>	<b>Convener</b>	<b>Responsibility</b>
Dr. Ruchira Shukla	Professor, AABMI	Co-Convener	• To invite dignitaries & guests for event. • To prepare invitation card
Dr. Priya John	Professor, NMCA	Member	
Dr. Viral Prajapati	Asso. Prof., ACH	Member	

### 4. Registration Committee:

<b>Dr. Dixita Prajapati</b>	<b>Asst. Prof., ACH</b>	<b>Convener</b>	<b>Responsibility</b>
Dr. Smita Gupta	Asst. Prof., ACH	Co-Convener	• Registration of participants
Dr. Palak Kachhadia	Asst. Prof., ACH	Member	
Ms. Dipika Kolhe	Senior Clerk, ACH	Member	

### 5. Stage and Inaugural Committee:

<b>Dr. Sudha Patil</b>	<b>Asso. Prof. ACH</b>	<b>Convener</b>	<b>Responsibility</b>
Dr. Dipal S. Bhatt	Asso. Prof., ACH	Co-Convener	• Stage setup, setting of inaugural ceremony, arrangement of flower bouquet, dais table during inaugural session
Dr. Parmeshvari K. Chaudhari	Asst. Prof., ACH	Member	
Dr. Tejas R. Ahir	Asst. Prof., ACH	Member	

### 6. Memento Committee:

<b>Dr. Hetal Rathod</b>	<b>Asso. Prof., ACH</b>	<b>Convener</b>	<b>Responsibility</b>
Dr. Bhoomika Tandel	Asso. Prof., NMCA	Co-Convener	• To make arrangements for memento
Dr. Tejal Patel	Asst. Prof., ACH	Member	
Dr. Dixita Chaudhary	Asst. Prof., NMCA	Member	

### 7. Food and Refreshment Committee:

<b>Dr. Sonal Tripathi</b>	<b>Research Scientist, NAU</b>	<b>Convener</b>	<b>Responsibility</b>
Dr. Nilam Patel	Asso. Prof., ACH	Co-Convener	• To make arrangements of tea-snacks, water, etc. during the programme
Dr. Chirag D. Desai	Asst. Prof., ACH	Member	
Ms. Pinal Patel	Agri. Asst., ACH	Member	

### 8. Technical & IT support Committee:

Dr. Bhavesh Chaudhary	IT Cell, NAU	Convener	Responsibility
Dr. Dushyant Champaneri	Asst. Prof. ACH	Co-Convener	• To maintain non-interrupted audio-visual facility • To prepared digital banner
Mr. Girish Sabhaya	Agril. Asstt., DSW	Member	
Mr. Chetan Lad	IT Cell, NAU	Member	

### 9. Press and Media Committee:

Dr. Rehana Niyaria	Professor, ACH	Convener	Responsibility
Dr. Niketa Patel	Asso. Prof., Horti. Polytech.	Co-Convener	• To Arrange photography and videography of event • Report and proceeding preparation in English and Gujarati
Dr. Bhoomika Patel	Asso. Prof., NMCA	Member	
Dr. Trupti Vyas	Asso. Prof., NMCA	Member	
Dr. Himani B. Patel	Asst. Prof., ACH	Member	

### 10. Masters of Ceremony:

Dr. Swati Sharma	Professor, AABMI	Convener	Responsibility
Dr. Neethu Madhvan	Asst. Prof., NMCA	Co-Convener	• Anchoring during the inaugural function and technical session

### 11. Seating Arrangement:

Dr. S. J. Patil	Professor, NMCA	Convener	Responsibility
Dr. Snehal Patel	Asso. Prof., ACH	Co-Convener	• Seating arrangements for participants
Dr. Madhubala	Asso. Prof., NMCA	Member	
Dr. Swati Patel	Asst. Prof., ASBI	Member	

All Conveners can co-opt any member in the committee as per their requirement.

No. NAU/DSW/T-8/ 801-803 /2026  
Date: 19 /02/2026

  
Director of Students' welfare  
Navsari Agricultural University  
Navsari

### Copy to F. W. Cs. To:

1. PS to Hon'ble Vice Chancellor, NAU, Navsari
2. All Unit/Sub Unit Head, NAU, Navsari
3. All concerned staff members through their Heads.