

Criteria 7

7.1 Institutional Values and Social Responsibilities

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

Campus:

Plot No.-46, Sector 5, Behind MSEB Sub-Station, Near Utsav Chowk, Kharghar, Navi Mumbai-410210 (Maharashtra, India)

Tel: 022-27743706 / 07 / 08 / 09. Fax: 022-27743712. E-mail: registrarsaraswati@gmail.com

Website: www.sce.edu.in

a (Saraswati Education Society) endeavor

(Approved by AICTE, Recg. by Maharashtra Govt. DTE, Affiliated to Mumbai University)

An ISO 9001-2008 Certified Institute



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The various committees that help in implementing the code of conduct among students and faculty members are:

1. Disciplinary Committee

- To set the maintain a standard for acceptable behaviour to all stakeholders in an institute.
- It is reminder to all stakeholders of what is expected from them.
- It further highlights that their actions should be always aligned with the ethos of the institute.
- To ensure that the institute is a safe place where students learn good habits, self-discipline, and consideration for others that ultimately lead to a better future.

Web Link:

<http://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/08/Disciplinary-Committee.pdf>

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2. Grievance Redressal Cell

Grievances Redressal Cell is formed in order to keep the healthy working atmosphere among the staff, students and parents. This cell helps Staff, Students & parents to record their complaints and solve their problems related to academics, resources and personal grievances. Ragging complaints is handled per government guidelines by respective section.

Committee structure:

Three types Group A, Group B and Group C. Cell members are of three types. In normal (minor) cases Group B cell members will address the problem and solve it without involvement of Group A members in severe cases HODs and Principal. Group A members and Group B members will address the grievances and solve it. This is also applicable in case of Women harassment. Where Group C members will handle the cases. Severe cases will be handled by Group A & Group C Members.

- **Anti Ragging and general grievance committee**

Web Link:

<http://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/08/Anti-Ragging-General-Grievances.pdf>

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- **Women's Anti harassment committee**

Web Link:

<http://engineering.saraswatikharghar.edu.in/wp-content/uploads/sites/6/2022/08/Woman-Anti-Harassment.pdf>

3. Student Council committee

Student councils offer a representative structure for students, through which they can become involved in college affairs, working in partnership with college management, staff and parents for the benefit of the College and its students. Student council or student body is a curricular or extracurricular activity for students within college and inter college. Student council helps student to share their ideas, interests, and concerns with teachers and college principal. They often also help raise funds for college activities, including social events, community projects, helping people in need and college reform.

Student Council Role

To promote the interests of the students

To assist and advise the students

To be the link between students and teachers and management

Responsibilities of the Student Council

1. Smooth Conduction of the Institute Annual Day every year.

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2. Smooth conduction of Foundation Day every year.
3. Conducting Fresher's day every year.
4. Prevention of ragging in the campus through counseling senior students, helping the administration whenever necessary.
5. Suggesting the administration to improve the student amenities to improve their career and personality building.
6. Helping the administration in smooth conduct of student activities on the campus. 7. Guiding the junior and needy students to improve their technical, organizational and managerial skills by organizing seminars/ symposia/ workshops etc.
7. Encouraging innovative and creative skills of the under graduate and post graduate students.
8. Organize the programs in the campus to improve the cleanliness and greenery in campus.
9. Any activity to improve the knowledge and skills of the campus students.
10. Maintenance of the peace and harmony among campus community in General and student community in particular.

Web Link: <https://engineering.sarasvatikharghar.edu.in/lifescoc/students-council>

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