

St. Mira's College for Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)

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.

Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.

INDEX

S. No.	Description
1	Code of Conduct Committee composition
2	Annual report
3	Minutes of meeting

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Code of Conduct Committee
Constituted Statutory Bodies for the Academic Year 2021 – 22

The following statutory bodies were constituted in keeping with guidelines required for statutory/regulatory bodies:

Ethics and Conduct/ Disciplinary Committee




1. Dr Shalini Iyer	Vice Principal	Chairperson	shalini.iyer@stmirascollegepune.edu.in
2. Ms Komal Tujare	Senior Teaching Faculty	Member	komal.tujare@stmirascollegepune.edu.in
3. Ms Ekta Jadhav	Dir. of Physical Edu.	Member	ekta.jadhav@stmirascollegepune.edu.in


Principal Incharge
St. Mira's College for Girls, Pune.



St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Code of Conduct Committee Meeting 24/03/2022

The meeting of the Grievance Redressal Committee was held on 24-03-2022 at 10:50 am in the vice principal's office. The following members were present-

Name	Designation	Signature
Dr. Shalini Iyer	Vice Principal, Chairman of the Committee	
Ms. Komal Tujare	Senior Teaching Faculty	
Ms. Ekta Jadhav	Director of Physical Education	

Agenda for the meeting

1. Allotting duties for committee documentation
2. Submissions for NAAC SSR

Action planned for the Grievance Committees



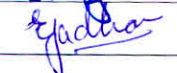
1. It was decided that the circular, report, attendance and photos of all code of conduct activities (Professional Ethics for students, faculty and other staff) would be submitted by Ms. Ekta Jadhav to the concerned criterion
3. It was decided that Ms. Komal Tujare would submit the minutes of the meetings of Code of Conduct committee to the grievance committee coordinator
4. The final documentation would be handled by the entire committee and submitted by the end of the month of March




Principal Incharge
St. Mira's College for Girls, Pune.

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Code of Conduct Committee Meeting 17/01/2022

The meeting of the Grievance Redressal Committee was held on 17-01-2022 at 12.00 pmon the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr. Shalini Iyer	Vice Principal, Chairman of the Committee	
Ms. Komal Tujare	Senior Teaching Faculty	
Ms. Ekta Jadhav	Director of Physical Education	

Agenda for the meeting

1. Discussion on duties for a session on Professional Ethics at Workplace for graduating students
2. Allotting duties for the session – Form A, Registration, Feedback, Report and photos

Action planned for the Grievance Committees



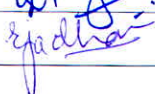
1. The session would be held in collaboration with the Placement Cell on the 19th of January 2022. Ms. Swatee Sarwate suggested Ms. Pooja Kashid as speaker for the event and she has been invited
3. It was decided that Ms. Komal Tujare would coordinate the event on behalf of the Code of Conduct Committee
4. The final documentation would be handled by the entire committee and submitted to the Grievance Committee




Principal Incharge
St. Mira's College for Girls, Pune.

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the Code of Conduct Committee Meeting 27/09/2021

The meeting of the Grievance Redressal Committee was held on 27-09-2021 at 11.00 am on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr. Shalini Iyer	Vice Principal, Chairman of the Committee	
Ms. Komal Tujare	Senior Teaching Faculty	
Ms. Ekta Jadhav	Director of Physical Education	

Agenda for the meeting

1. Review of the functioning and mechanisms of the Code of Conduct Committee for 2021-22.
2. Planning for the introductory session of Code of Conduct at the Student Induction Programme

Action planned for the Grievance Committees

1. The Code of Conduct policy was read before the committee and all functions of the committee were discussed in detail
2. The documentation to be prepared for all committee activities and tasks was identified and the mechanism for maintenance of the same was put in place
3. It was decided that Ms. Komal Tujare would speak at the Student Induction Programme to offer them a clear understanding of the roles and functions of the committee
4. A powerpoint presentation would be made by Ms. Komal Tujare and shared with all committee members to review




Principal Incharge
St. Mira's College for Girls, Pune.

St. Mira's College For Girls, Pune

Autonomous (Affiliated to Savitribai Phule Pune University)

Minutes of IQAC Committee Meeting for Code of Conduct Policy & Procedures 27-01-2021

The meeting of the IQAC Committee was held on 27-01-2021 at 1.30 pm on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr Jaya Rajagopalan	Coordinator IQAC	Jayab
Dr Shalini Iyer	Vice Principal	Syer
Dr Rama Venkat	Senior Faculty Member	akmarvenkat
Dr Arwah Madan	Senior Faculty Member	Arwah
Dr Vaishali Diwakar	Senior Faculty Member	Diwakar
Dr Vaishali Joshi	Senior Faculty Member	VJoshi
Dr Snober Sataravala	Senior Faculty Member	J.S. Sataravala
Ms. Swatee Sarwate	Senior Faculty Member	Swatee
Ms. Ashwini Kulkarni	Senior Faculty Member	Ashwini

Agenda for the meeting

1. To constitute an independent Code of Conduct Committee going forward from the academic year 2021 - 22
2. To nominate members to the Code of Conduct Committee

Action planned for the Code of Conduct Committee

1. The members of admissions committee reviewed the mechanisms for implementing Code of Conduct policies and procedures. It was decided to constitute an independent Code of Conduct Committee from the academic year 2021-22.
2. Vice Principal Dr. Shalini Iyer, Asst. Prof. Komal Tujare and Dir. Of Sport Edu. Ms Ekta Jadhav were nominated unanimously to the newly constituted committee.

The meeting ended with a vote of thanks.

Jayab
IQAC Co-Ordinator
St. Mira's College for Girls, Pune



H. H. Jadhav
1/2
St. Mira's College For Girls

St. Mira's College For Girls, Pune
Autonomous (Affiliated to Savitribai Phule Pune University)
Minutes of the IQAC Committee Meeting for Code of Conduct 29-06-2020

The meeting of the IQAC Committee was held on 29-06-2020 at 12.50 pm on the Zoom Meetings platform. The following members were present-

Name	Designation	Signature
Dr Jaya Rajagopalan	Coordinator IQAC	Jaya
Dr Shalini Iyer	Vice Principal	Iyer
Dr Rama Venkat	Senior Faculty Member	Rama Venkat
Dr Arwah Madan	Senior Faculty Member	Arwah
Dr Vaishali Diwakar	Senior Faculty Member	Diwakar
Dr Vaishali Joshi	Senior Faculty Member	Joshi
Dr Snober Sataravala	Senior Faculty Member	S Sataravala
Ms. Swatee Sarwate	Senior Faculty Member	Swatee
Ms. Ashwini Kulkarni	Senior Faculty Member	Ashwini

Agenda for the meeting

1. To review the College Code of Conduct Policy for the academic year 2020 - 21
2. To discuss the framing of a new Code of Conduct Policy 2021-22 onwards


Action planned for the Code of Conduct Committee

1. The members of the IQAC committee reviewed the present Code of Conduct. It was decided to adopt the existing Code of Conduct Policy since it was already included in the College Prospectus for the year 2020-21 and the admissions process was already underway and a new revised Policy be put in place for Academic Year 2021-22.
2. It was decided that the coordinator of the Grievance Cell, Ms Suhaile Azavedo would draft the new Code of Conduct Policy

The meeting ended with a vote of thanks.


IQAC Co-Ordinator
St. Mira's College for Girls, Pune




Principal
St. Mira's College For Girls