

Q₁ 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.

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TOBACCO FREE CAMPUS BOARDS

as a part of

Code of Ethics



धूम्रपान निषिद्ध क्षेत्र



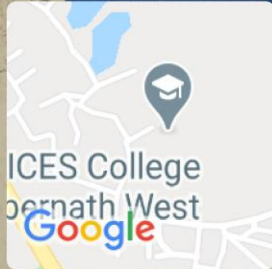
येथे धूम्रपान केल्यास
रु२००/-एवढा दंड
आकारला जाईल.

तुम्हाला कुणी धूम्रपान करताना,
तंबाखू खाताना दिसल्यास सुचना द्या.

नाव: उज्जैन गोविंदराव लोखंडे

पद: शारिरिक शिक्षण संचालक

दुरध्वनी: 9730411352



Ambernath, Maharashtra, India

N.S.N. Research Centre for Nanotechnology and
Bionanotechnology, SICES College, Jambhul Phata, Ambarnath
(W), Dattanagar, Ambarnath, Maharashtra 421505, India
Lat N 19° 11' 27.28334"
Long E 73° 13' 4.62054"
23/10/20 02:20 PM



S.I.C.E. SOCIETY'S
DEGREE COLLEGE OF ARTS, SCIENCE AND COMMERCE
SCIENCE FACULTY (GRANT - IN - AID)
Affiliated to the University of Mumbai

JDHE Code: T-44
University Code-961

Jambhul Phata, Chikloli, Ambernath (W)-421505, Dist. Thane (MS) Tel : 0251-2685264, 2689946
E-mail: sicesdegreecollege@gmail.com Website: www.sicescollege.edu.in

Professional code of prescribed/suggested by statutory bodies / regulatory authorities for different professions

The college is recognized by state government and affiliated to University of Mumbai. The college follows all the rules and regulation for teacher and non-teaching staff prescribed by UGC, University of Mumbai and Government of Maharashtra.

- 1) Recruitment, appointment, service condition, leave rule, rules regarding conduct and disciplines, duties and responsibilities is according to teacher statutes of University of Mumbai and UGC norms.
- 2) Service rules for Teaching staff as per the UGC norms
As per government resolution Higher and Technical Education Department No. NGC-1298(4619) uni.4, dated 11th Dec 1999.
- 3) Service Rules for Non-teaching staff as per the Government of Maharashtra Civil Service rules as per Standard 7th Mar 1985 and MCSR 1981 (Maharashtra Civil Service Rules).




Vice President
S. I. C. E. Society
Vice President
SICE Society



South Indian Children Education Society's
Degree College of Arts, Science and Commerce,
Ambarnath (W), Thane

Criteria 7.1.10

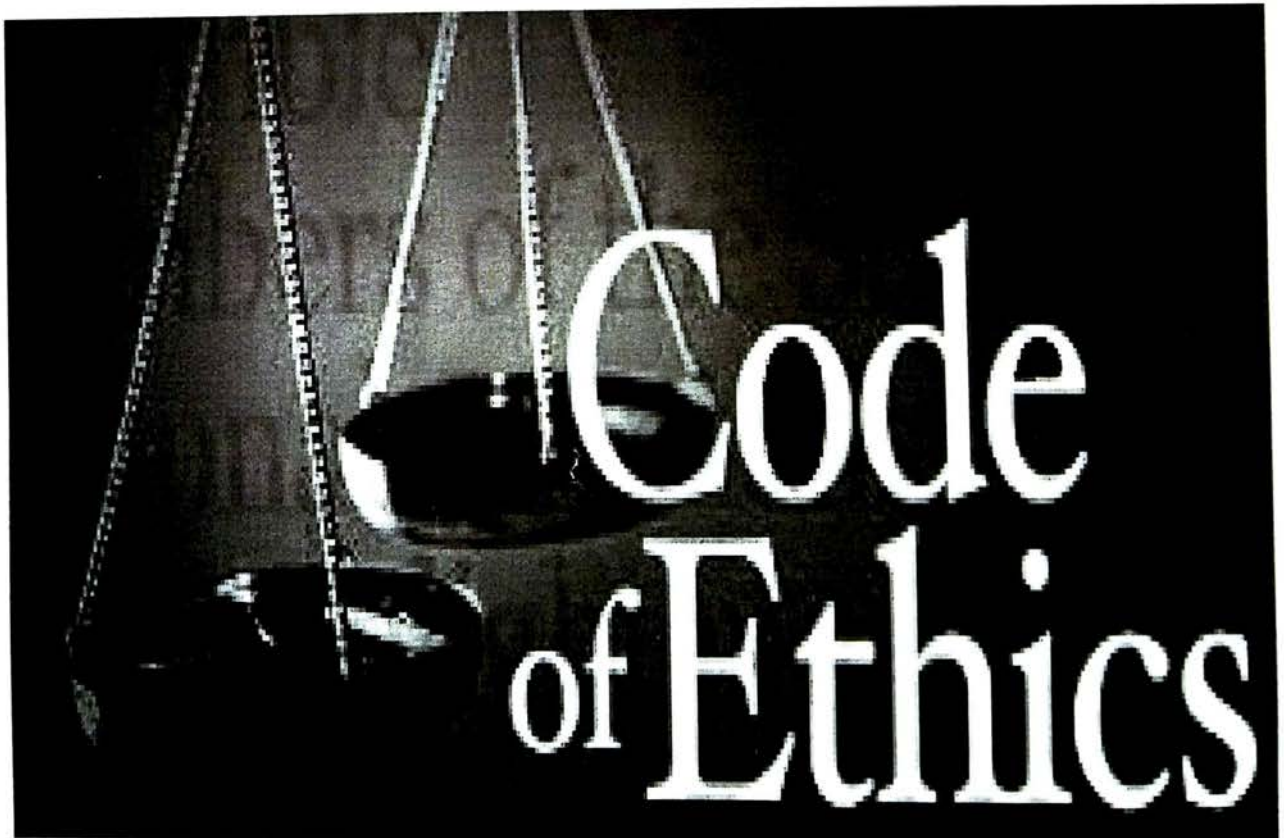


POLICY DOCUMENT

ON

IQAC COORDINATOR

SICES DEGREE COLLEGE OF ARTS, SCIENCE & COMMERCE
Jambhul Phata, Ambarnath (W)



Policy Document On Code of Ethics

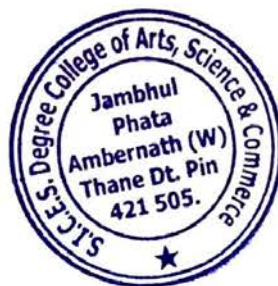
The South Indian Children Education Society's Degree College of Arts, Science and commerce expects staff, students and administrator to follow the minimum expected protocols as mentioned in the code of conduct. This policy is intended for maintaining dignity of each and every individual involved in teaching learning process. The policy aims at maintaining healthy atmosphere for the overall development of knowledge and character of the stakeholders.

- All the staff/students should adhere to the constitutional rights and should obey all the laws laid down by the Constitution of India.
- Students/staff should be present 10 minutes before commencement of lectures and should complete all the stipulated lectures and practical.
- The gender equity should be assured in all academic, cultural, co-curricular activities organized in the college.
- The consumption of tobacco, alcohol, drugs and objectionable beverages should be strictly avoided in the college as it disturbs individual as well as surrounding's health and atmosphere.
- The use of plastic should be avoided and minimized in college campus.




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- The students are motivated to participate in all the academic, curricular, and co-curricular committees as these activities will improve students' personality.
- Any attempt for ragging, assault, bullying, discrimination, threatening, violence, harassment, mobbing, and misconduct should be avoided in the college premises.
- Staff should adhere to the rule laid down by university and UGC related for the official work like leaves, promotion related issues etc.
- The administrator/heads of department / coordinators should receive and respond properly upon the appropriate grievances from the students, staff, and parents.



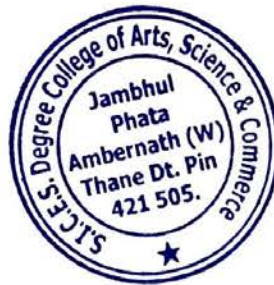

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Code of conduct For Students

Students of the South Indian Children Education Society's degree college of Arts, Science, and Commerce, Ambarnath should note that the college has following committees for the overall development of the students. Students should always refer to notices issued by various committees and departments. The student are encouraged to participate the activities of the following committees and also abide the rules laid down by the college and respective committees. Students should obey the rules paved by University of Mumbai & UGC.

STATUTORY COMMITTEES OF THE COLLEGE

- 1) NAAC Committee
- 2) Examination Committee
- 3) SC/ST committee
- 4) Minority Cell
- 5) Unfair means Committee
- 6) NSS Committee
- 7) Student's Council
- 8) Anti-Ragging Committee
- 9) Grievance Redressal Committee
- 10) Academic monitoring Committee
- 11) Women Development Cell / Women Empowerment Cell
- 12) Career Counseling Cell
- 13) Parent Teachers Association
- 14) Purchase Committee
- 15) Library Committee
- 16) Staff Academic Committee
- 17) Sports Committee
- 18) Gymkhana Committee
- 19) Cultural Committee
- 20) Canteen Committee
- 21) Student Counseling Committee
- 22) Discipline Committee



A handwritten signature in blue ink, appearing to be "Ajay K. J.", written over the printed name of the IQAC Coordinator.

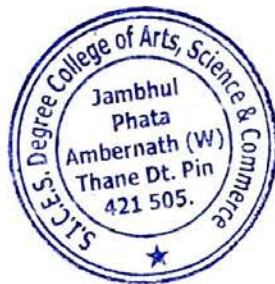
IQAC COORDINATOR

**SICES DEGREE COLLEGE OF ARTS, SCIENCE & COMMERCE
Jambhul Phata, Ambarnath (W)**

CODE OF CONDUCT

1. Student should always carry their valid **College Identity Card** prominently displayed whenever in the college or representing the college in any other place. Students without I-card will not be allowed to enter the college premises. Identity card must be produced whenever demanded by any of the college staff.
2. During class hours, students should not roam around in the college premises or make noise. Silence should be maintained in classrooms, library, laboratories and corridors.
3. Though there is no dress code, all students are expected to observe decorum with regard to clothing and behavior.
4. While representing college, student's behavior must not be detrimental to the image of the college.
5. Students shall not bring outsiders to the college; no person should be invited to address a meeting in college premises.
6. Students shall not collect any fund from other students without the written permission of the Principal.
7. Students shall not organize picnic, excursion, trips etc. without the prior written permission of the Principal.
8. Students should not write on walls, benches and should help in maintaining the college premises neat and clean.
9. **Use of mobile phones, tobacco and paan is strictly prohibited in the college premises.**
10. Use of plastic should be avoided.
11. ***Any violation will be treated as Misconduct.***

The powers relating to the disciplinary action in the college will rest with the Principal and his/her decision in this respect shall be final. Anyone who violates the code of conduct will be strictly dealt with.



A handwritten signature in blue ink, appearing to be "D. H. D." followed by a flourish.

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Are you being ragged...?????

Immediately call

UGC

Anti-Ragging Helpline at 1800-180-5522

(24 x 7 toll free) or

Send an E-mail to helpline@antiragging.in.

Visit UGC Website www.ugc.ac.in&

www.antiragging.in to see anti-ragging regulations.



A handwritten signature in blue ink, consisting of stylized initials and a surname.

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ANTI-RAGGING CELL: Rules & Regulations

SUMMARY OF UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009.

PREAMBLE: In view of the directions of the Hon'ble Supreme Court dated 8.05.2009 and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging.

WHAT CONSTITUTES RAGGING?

Ragging constitutes one or more of any of the following acts:

- a) Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- b) Indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c) Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students




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g) Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;

h) Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.

i) Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

ADMINISTRATIVE ACTION IN THE EVENT OF RAGGING:

The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed here in under:

- The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

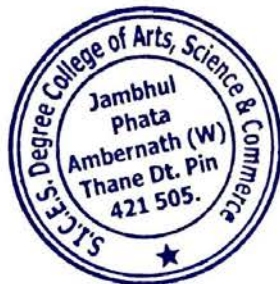
- The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
 - a) Suspension from attending classes and academic privileges.
 - b) Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - c) Debarring from appearing in any test/ examination or other evaluation process.
 - d) Withholding results.
 - e) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - f) Suspension/ expulsion from the hostel.
 - g) Cancellation of admission.



A handwritten signature in blue ink, appearing to be "S. S. S. S. S. S.".

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- h) Rustication from the institution for period ranging from one to four semesters.
- i) Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.
 - An appeal against the order of punishment by the Anti-Ragging Committee shall lie, (i) in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University; (ii) in case of an order of a University, to its Chancellor. (iii) in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.
 - Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff. Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

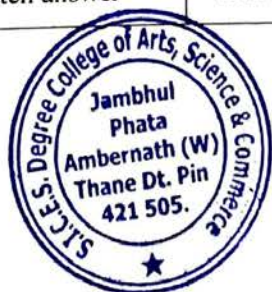



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BROAD CATEGORIES OF UNFAIR MEANS & PENALTY THEREOF DURING EXAMINATION:

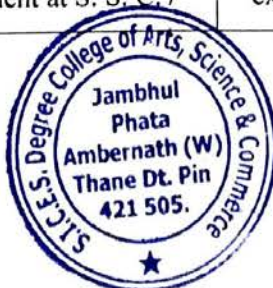
The students should refrain from adopting unfair means during College/ University Examinations, as it leads to debarring culprit student from 1 to 5 additional examinations if they adopt any unfair means. Broad Categories of Unfair Means Resorted to by Students at the University/ College / Institution Examinations and the Quantum of Punishment for each Category thereof:

Sr. No.	Nature of Malpractice	Quantum of Punishment
1.	Possession of copying material	Annulment of the performance of the student at the University / College / Institution examination in full.*(Note:- This quantum of punishment shall apply also to the following categories of malpractices at Sr. No. (2) to Sr. No. (12) in addition to the punishment prescribed there at.
2.	Actual copying from the copying material	Exclusion of the student from University or College or Institution examination for one additional examination
3.	Possession of another student's answer-book	Exclusion of the student from University or Institution examination for one Additional examination.(BOTH THE STUDENTS)
4.	Possession of another student's answer-book +actual evidence of copying there from	Exclusion of the student from University or College or Institution examination for two Additional examinations(BOTH THE STUDENTS.)
5.	Mutual/Mass copying	Exclusion of the student from University or College or Institution examination for two additional examinations
6.	(i) Smuggling – out or smuggling in of answer book as copying material. (ii) Smuggling – in of written answer-	Exclusion of the student from University or College or Institution exam for two additional Examination. Exclusion of the student from




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	book based on the question paper set at the examination. (iii) Smuggling – in of written answer – book and forging signature of the Jr. Supervisor thereon.	University or College or Institution Examination for three additional examinations. Exclusion the student from University or College or Institution examination for four additional Examination
7.	Attempt to forge the signature of Jr. Supervisor on the answer book or the supplement.	Exclusion of the student from University or College or Institution examination for four additional examinations.
8.	Interfering with or counterfeiting of University /College / Institution seal, or Answer books or office stationery used in the examinations	Exclusion of the student from University or College or Institution examination for four additional examinations
9.	Answer book, main or supplement written outside the examination hall or any other insertion in answer book	Exclusion of the student from University or College or Institution examination for Four additional examinations
10.	Insertion of currency notes/to bribe or attempting to bribe any of the person/ connected with the conduct of examination	Exclusion of the student from University or College or Institution examination for four additional examinations. (Note:- This money shall be credited to the Vice – Chancellor’s Fund)
11.	Using obscene language / violence threat at the examination centre by a student at the University / College / Institution examination to Jr. / Sr. Supervisors / Chief Conductor or examiners.	Exclusion of the student from University or College or Institution examination for Five additional examinations. (both the students if impersonator is University or College or Institution student).
12.	(a) Impersonation at the University / College /Institution examination. (b) Impersonation at the University / College /Institute student at S. S. C. /	Exclusion of the impersonator from University or College or Institution examination for five Additional examinations. Annulment of the



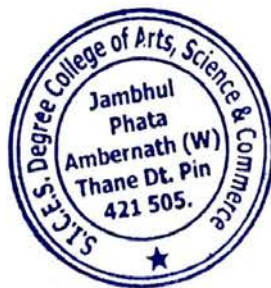
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	H. S. C. any other examinations	performance of the Student at the University or College or Institution examination in full.
13.	Revealing identity in any form in the answer written or in any other part of the answer book by the student at the University or College or Institution Examination.	Annulment of the performance of the student at the University or College or Institution Examination in full.
14.	Found having written on palms or on the body, or on the clothes while in the Examination.	Annulment of the performance of the student at the University or College or Institution Examination in full.
15.	All other malpractices not covered in the aforesaid categories.	Annulment of the performance of the student at the University or College or Institution examination in full, and severe punishment depending upon the gravity of the offence.

- a) If on previous occasion a disciplinary action was taken against a student for malpractice used at examination and he / she is caught again for malpractices used at the examinations, in this event he / she shall be dealt with severely. Enhanced punishment can be imposed on such students. This enhanced punishment may extend to double the punishment provided for the offence, when committed at the second or subsequent examination.
- b) Practical / Dissertation / Project Report Examination.: Student involved in malpractices at Practical / Dissertation / Project Report Examinations shall be dealt with as per the punishment provided for the theory examination.
- c) The competent authority, in addition to above mentioned punishments, may impose a fine on the student declared guilty.

** (Note: The term "Annulment of Performance in Full." includes performance of the student at the theory as well as Annual Practical Examination, but does not include performance at term work, project work with its term work, oral or practical & dissertation examinations unless malpractice).*



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CODE OF CONDUCT FOR FACULTIES

Code of conduct for Non-teaching faculty

1. All non-teaching faculty should display their identity cards continuously when in college campus.
2. All non-teaching faculties should follow the rules laid down by University of Mumbai.
3. To perform duties allotted by Principal / HOD.

Code of Ethics for Faculties:

1. Continual display of Identity cards is mandatory in college campus.
2. Faculty should be present 10 minutes before the commencement of the daily lectures/practical according to the time table and complete all the allotted work load in the stipulated time.
3. Faculty should apply responsible ethical practices in teaching.
4. Faculties should undertake continuous teaching and research improvement activities.
5. No physical punishment should be given to the students.
6. Misbehaving students should be reported to discipline committee/HOD/Principal.
7. Parents should be called upon in the college only on recommendation of discipline committee/HOD/Principal.
8. Regular student attendance should be maintained.
9. Faculties should follow the leave rules laid down by the University of Mumbai and UGC.

CODE OF CONDUCT FOR HEAD OF THE DEPARTMENT

1. HOD should plan, conduct, pursue and monitor all curricular/non-curricular activities in departments as per the University of Mumbai norms.
2. To frame time table and distribution of work load for proper implementation of the desired teaching outcomes.
3. To monitor and ensure classes are held according to the time-table.
4. Guide and help staff members for better knowledge dissemination.
5. To monitor and ensure overall development of slow and fast learners.




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-Jambhul Phata, Ambernath (W)

6. To conduct periodic meetings of faculty to plan and review department activities
7. To arrange guest lecture, industrial visits, webinar to encourage students for gaining practical knowledge.
8. Consider students grievances and try to resolve them through ethical academic practices.
9. To monitor department/laboratory maintenance.

CODE OF CONDUCT FOR PRINCIPAL

1. The Principal should ascertain the smooth and efficient functioning of the institute for the overall development of the students.
2. The Principal should monitor and ensure proper discipline in college campus with ethical disciplinary actions.
3. Form, coordinate and monitor various college level committees.
4. Encourage staff members for continuous knowledge upgradation via various activities like research work, workshops, seminars, authorships..
5. The Principal should ensure the application of Code of Conduct by college staff.
6. The Principal should ensure the implementation of the directives given by college management.
7. The Principal should plan, review and implement the short and long term plan of action for the progress of students and institute.
8. The Principal should forward unbiased confidential report of all staff members to the Management.

For detailed regulation of University of Mumbai visit: <https://mu.ac.in/ordinances-regulations>




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Jambhul Phata, Ambernath (W)

MOTIVATING STUDENT VIA VARIOUS PRIZES ON ANNUAL DAY



SICES DEGREE COLLEGE OF ARTS, SCIENCE & COMMERCE

Jambhul Phata, Ambernath (W)

Date: 26th November, 2018

NOTICE

This is to inform all the students that for the stage performances (Singing, Dance, Skit, Anchoring, Mimicry, Mr. & Ms. S.I.C.E.S) during Annual Function, the following dates and details are finalized. All the students are required to give their names as under:

Sr. No.	Name of the event	Date	Venue	Time
1.	Singing , Dance, Anchoring	12/12/2018	Room No. 30	10:00 to 1:00 p.m.
2.	Skit, Ramp walk, Mimicry	13/12/2018	Room No. 30	10:00 to 1:00 p.m.

Students should give their names till 11th December, 2018 to the following faculties:

1. Mrs. Rakhi Gulati
2. Mrs. Shanti Mudaliar
3. Mrs. Shweta Humbarwadi
4. Mrs. Neha Patil

Rakhi G.

Mrs. Rakhi V. Gulati
Chairperson Cultural Committee



Harshal Bachhav

I/c. Principal

Dr. Harshal Bachhav
I/c Principal

S.I.C.E.S. Degree College of Arts, Science & Commerce
Ambarnath - 421 505

S.I.C.E. SOCIETY'S

DEGREE COLLEGE OF ARTS, SCIENCE AND COMMERCE

Affiliated to the University of Mumbai

JDHE Code : T-44

University Code : 961

Jambhul Phata, Chikloli, Ambarnath (W)-421505. Dist. Thane (MS) Tel : 0251-2685264, 2689946
E-mail:sicesdegreecollege@gmail.com

Website: www.sicesdegreecollege.com

संदर्भ:- एस.आय.सी.ई.एस./2280/१८-१९

दि.:- ०३/०१/२०१९

प्रति,

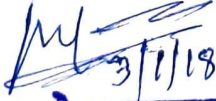
मा. पोलीस उपनिरीक्षक,
अंबरनाथ पो. स्टेशन,
अंबरनाथ (प).

विषय:- पोलीस बंदोबस्त मिळणेबाबत.

मा. महोदय,

उपरोक्त विषयान्वये आपणांस विनंती अर्ज करण्यात येतो की, आमच्या महाविद्यालयात दि.०५/०१/२०१९ रोजी सकाळी ०९.३० ते ४.०० वा. या वेळेमध्ये अमृत महोत्सव संपन्न होणार आहे. तरी या स्नेहसंमलेनाच्या वेळी बाहेरील मुलांकडून तणाव पूर्ण वातावरण निर्माण होण्याची शक्यता असते. तरी आपण वरील दिवशी पोलीस बंदोबस्त देऊन आम्हास सहकार्य करावे. ही नम्र विनंती.

कळावे.


पोलीस ठाणे अमलदार
अंबरनाथ पोलीस ठाणे


डॉ. हर्षल म. बच्छाव
प्रभारी प्राचार्य
I/c Principal
S.I.C.E.S. Degree College of Arts, Science & Commerce
Ambarnath - 421 505

SICES DEGREE COLLEGE OF ARTS, SCIENCE & COMMERCE, AMBARNATH (W)

PLATINUM JUBILEE CELEBRATION

NOMINATIONS FOR BEST GIRL FOR ACADEMIC YEAR 2017-18:



1. Deepa Bist - TYBBI
2. Anupama Matey - TYBSc Microbiology
3. Priyanka Rathod - TYBSc Chemistry

SICES DEGREE COLLEGE OF ARTS, SCIENCE & COMMERCE, AMBARNATH (W)

NOMINATIONS FOR BEST BOY FOR ACADEMIC YEAR 2017-18:

1. Kartik Khude - TYBSc Chemistry
2. Pratik Nair - TYBSc Microbiology
3. Sanjay Pardey - TYBCom.
4. Yogesh Chawadi - TYBMS

SICES DEGREE COLLEGE OF ARTS, SCIENCE & COMMERCE, AMBARNATH (W)

Best NSS Volunteer (Male): Mr. Shaikh Jamiluddin .A. (FYBMS)

Best NSS Volunteer (Female): Ms. Sejal Kale .R. (FYBCom)