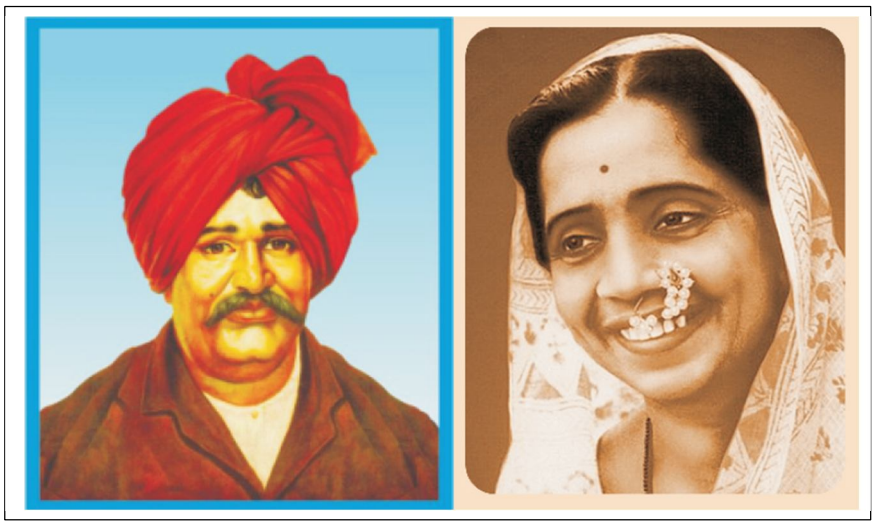


Venutai Women's College of Education, Satara

(B.Ed.)

90/91,Raviwar Peth, Lonar Galli, Pawai Naka, Satara- 415 002.

ALUMNI COMMITTEE

Reg. No. MAH / 786 / 80 F 712 - Solapur 10 July 1980
शाहू शिक्षण संस्था पंढरपूर संचलित
एस्. एन्. डी. टी. महिला विद्यापीठ मुंबई संलग्न
वेणूताई महिला शिक्षणशास्त्र महाविद्यालय, सातारा
९०/९१, रविवार पेठ, (लोणार गल्ली), पोवई नाका, सातारा - ४१५ ००२. फोन. ९४०५८३९९४३
Shahu Shikshan Sanstha, Pandharpur
Affilated to S.N.D.T. Women's University, Mumbai
Venutai Women's College of Education, Satara.
90/91,Raviwar Peth, Lonar Galli, Pawai Naka, Satara- 415 002. Ph. 9405839943
NCTE Code- WRC/APW00830/123164 ●Email : 137.venutaibedsatara@gmail.com ●venutai_satara @rediffmail.com ●website : https://venutaibedsatara.in
संस्थापक : मा. प्रा. लक्ष्मणरावजी ढोबळे
माजी मंत्री (महाराष्ट्र राज्य)
प्र.प्राचार्य: प्रा. बी.डी.पटकारे
एम्. ए.एम्. एड्.सेट (शिक्षणशास्त्र).Ph.D (Pursuing)

Alumni Committee

Sr. No	Name of Member	Designation
1	I/C Principal Mr. Patkare B.D.	President
2	Prof. Mrs. Yarolkar G.S.	Vice-President
3	Miss. Kumbhar Swati Vikas	Secretary
4	Miss. Shedage Ankita Sanjay	Member
5	Miss. Veer Bhagyashri Shivaji	Member
6	Miss. Shelke Shital Tukaram	Member
7	Miss. Jadhav Sarika Babasaheb	Member

❖ Vision

The Alumni Association of Venutai Women's College of Education, Satara is dedicated to the enhancement of teaching competencies among students. It serves as a platform to facilitate interaction between current students and alumni, driven by shared ideals and values. This interaction aims to uplift both present and future alumni by providing support to develop social, emotional, and technical aspects that contribute to a richer teaching and learning experience.

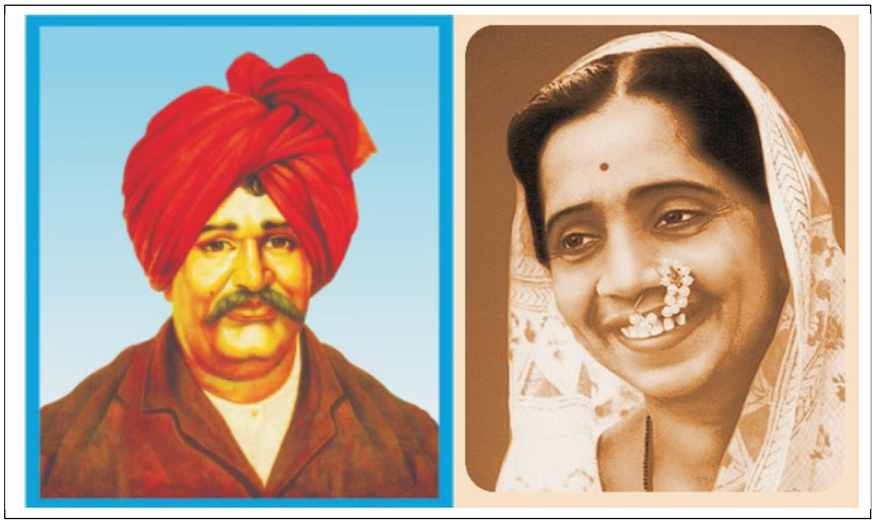
❖ Objectives

- Facilitate connections between current students and alumni.
- Encourage the exchange of academic, cultural, and social experiences between students and alumni.
- Mentor and guide students in their pursuit of better learning and growth opportunities.
- Foster goodwill and a sense of pride among both alumni and students.
- Provide advice and organize activities to motivate and enhance student skill sets.

- Collaborate with the institution in planning and executing alumni events.



I/C Principal
Venutai women's College of Education
Satara



Venutai Women's College of Education, Satara

(B.Ed.)

90/91,Raviwar Peth, Lonar Galli, Pawai Naka, Satara- 415 002.

MANUAL OF ANTI RAGGING CELL

Reg. No. MAH / 786 / 80 F 712 - Solapur 10 July 1980
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एम्. ए.एम्. एड्.सेट (शिक्षणशास्त्र).Ph.D (Pursuing)

Anti-Ragging Committee

Sr. No	Name of Member	Designation
1	Mr. Patkare B.D.	Principal
2	Dr. Ingole R.N.	LMC Member
3	Mr. Gavali Rajesh	Police Dept. Member
4	Mr. Maske M.S.	Media Member
5	Miss. Deshmukh S.S.	Social Worker Member
6	Miss. Yarolkar G.S.	Staff
7	Miss. Kamble V.K.	Staff
8	Mr. Kangude D.S.	Non-Teaching Staff
9	Miss. Borate S.A.	Student
10	Miss. Jadhav P. R.	Student

Venutai Women's College of Education, Satara as a Zero Tolerance Policy towards ragging. The Supreme Court, in its judgement dated 08 May 2009 ordered the implementation of a ragging prevention programme comprising, inter alia, setting up a toll-free anti-ragging helpline/ call center, a database of institutions/ students, and engaging an independent non-government agency as the monitoring agency.

The UGC Anti Ragging Information Guide lists the following punishments for those indulging in ragging of any kind.

- Any student or group of students found guilty of ragging on campus or off campus shall be liable to one or more of the following punishments:
- Debarring from appearing in any sessional test/ university examination or withholding results
- Suspension from attending classes and academic privileges
- Withdrawing scholarships and other benefits
- Suspension from the college for a period of one month
- Cancellation of admission
- Debarring from representing the institution in any national or international meet, tournament, youth festival, etc.

- Suspension/expulsion from the hostel
- Rustication from the institution for periods varying from 1 to 2 Year or equivalent period
- Expulsion from the institution and consequent debarring from admission to any other institution
- Fine up to twenty-five thousand rupees
- Imprisonment for a term which may extend to two years or with fine which may extend to ten thousand rupees or with both
- Collective punishment - When the students committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.

Students can approach the Principal to report cases of ragging. Mobile No: 9405839943

E-mail: 137.venutaibedsatara@gmail.com

Being admitted into the college students will need to fill the Anti-Ragging Undertaking.

(https://www.antiragging.in/affidavit_registration_disclaimer.html)

- Students may refer to the following resources

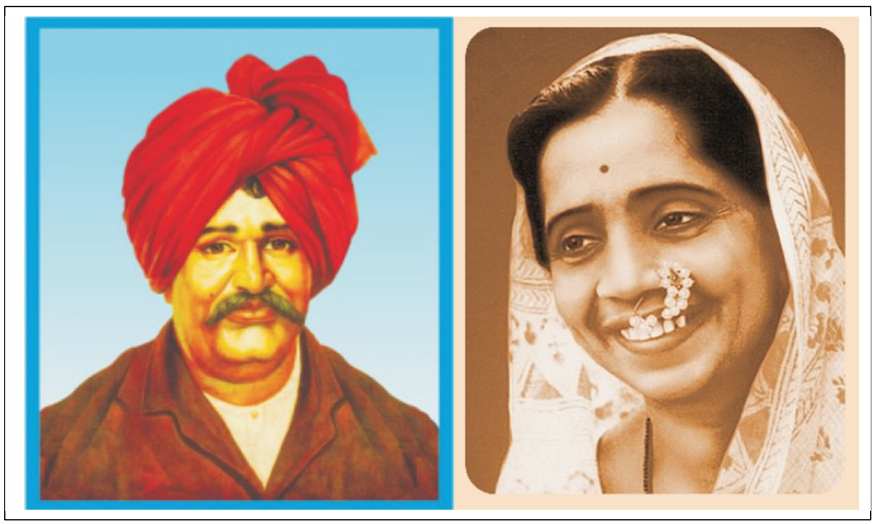
  https://www.antiragging.in/assets/pdf/information/ugc-iec-guidlines-forcouncils-universities-and-colleges-for-curbing-the-menace-of-ragging.pdf

  https://www.c4yindia.org/

  https://www.antiragging.in/video.html

Venutai Women's College of Education • Satara •

I/C Principal
Venutai women's College of Education
Satara



Venutai Women's College of Education, Satara

(B.Ed.)

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CURRICULUM COMMITTEE

Reg. No. MAH / 786 / 80 F 712 - Solapur 10 July 1980
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एस्. एन्. डी. टी. महिला विद्यापीठ मुंबई संलग्न
वेणूताई महिला शिक्षणशास्त्र महाविद्यालय, सातारा
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एम्. ए.एम्. एड्.सेट (शिक्षणशास्त्र).Ph.D (Pursuing)

CURRUCULUM COMMITTEE

The Curriculum Committee shall discuss and recommend proposals affecting the academic program of the College, including but not limited to course proposals, program changes, addition and deletion of programs, degree requirements, and general policies with impact on instruction and learning.

Policies of Curriculum Committee

- The Curriculum Committee will support the creation of educational programmes in line with the Maharastra Teachers Education University guiding principles, rules and goals.
- The Curriculum Committee will support innovation, adaptability and originality in the construction of curricula.
- All the academic staff members of the college, including administrative and teaching staff, are accountable for the ongoing modification of the curriculum under the direction of the Curriculum Committee.

- The Curriculum Committee will be a means of carrying out curriculum development.
- The Committee will examine each proposed curriculum for technical accuracy and collaborate with the faculty to make any required adjustments.
- It facilitates committee members' curriculum training.
- It assists educators generate curricular recommendations by acting as a resource.
- The Curriculum Committee has the authority to accept, reject or advise changes to proposed curricula.

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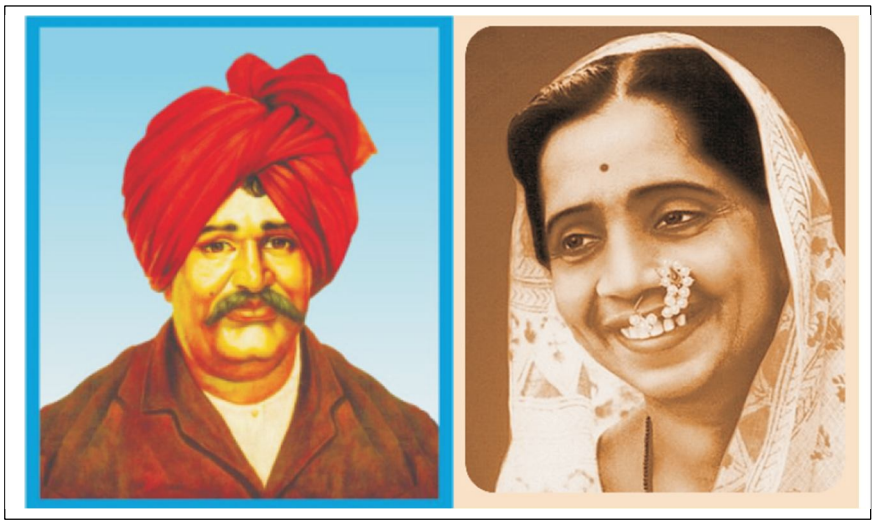
CURRICULUM COMMITTEE

Sr. No	Name of Member	Designation
1	Mr.Patkare B.D.	**I/C Principal** Venutai Caollege of Education, Satara
2	Dr. Nagesh Dattatray Sarvade	**Principal (Expert)** Mauli College of Education, Wadala
3	Shri. Sidram Dattu Javir	**Employer**

4	Mr. Pawar S.S.	**Headmaster,**
5	Miss. Yarolkar G.S.	**Faculty**
6	Miss..Kambale V.K.	**Faculty**
7	Mr.Nimbalkar V.S.	**Faculty**
8	Sou.Kirdat A.A.	**Faculty**
9	Mr. Doalse B.V.	**Faculty**
10	Jadhav Poonam Raghunath	**Student**
11	Shedage Ankita Sanjay	**Student**
12	Nilje Shriya Arun	**Alumni**

Venutai Women's College of Education * Satara *

I/C Principal
Venutai women's College of Education
Satara



Venutai Women's College of Education, Satara

(B.Ed.)

90/91,Raviwar Peth, Lonar Galli, Pawai Naka, Satara- 415 002.

GOVERNING COUNCIL

GOVERNING COUNCIL

Governance is the key activity the act as a bridge between management and stakeholders. The institution as a strong governing council made up of different luminaries from various walks of life that devices all policies and decision related to both academic and administration. The governing council of the college meets twice in a year to discuss various issues and aspects contributing to the development of college. The constitution of governing council of a college shall be

Sr. No	Name of Member	Designation
1	Hon. Shri. Laxmanrao Kondiba Dhobale	Founder
2	Hon. Shri. Abraham K. Awale	Chairman
3	Hon. Shri .Abhijit L. Dhobale	Vice-Chairman

4	Hon. Mr. Mr. Sidram Dattu Javir	Secretary
5	Hon. Shri. Narayanrao Kondiba Patole	Joint - Secretary
6	Hon. Shri. Vijay Baburao Potphode	Member
7	Hon. Shri. Shyam Balbhim More	Member
8	Hon. Shri. Chandrakant Kondiba Kuchekar	Member
9	Hon. Sou. Kranti A. Awale	Administrative Officer

Venutai Women's College of Education * Satara *

I/C Principal
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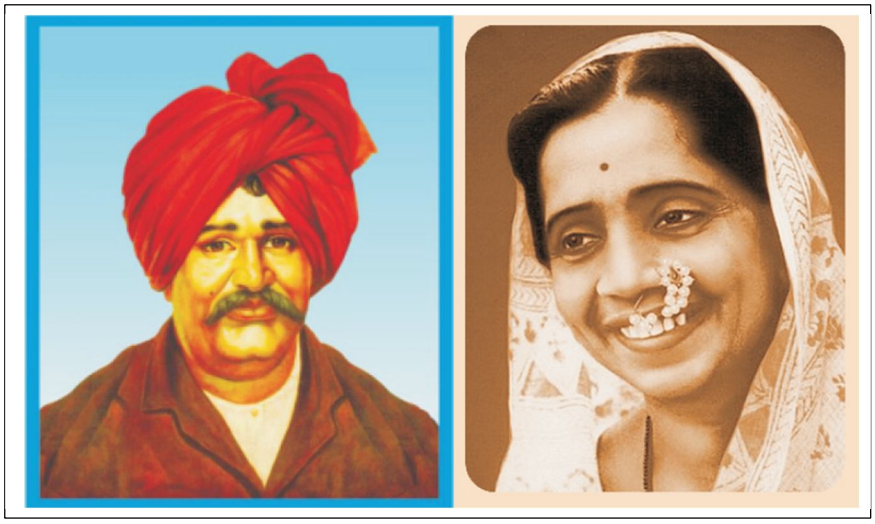

Venutai Women's College of Education, Satara

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GRIEVANCE REDRESAL CELL

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GRIEVANCE REDRESAL CELL

- Students complaints grievances are resolved in discussion with the members of student council and the principal along with the staff-members.
- The complaints of parents are resolved by the principal after discussion with the student along with his /her parents & concerned staff.
- The students also drop their complaint, suggestions in a suggestion box. The suggestion box is opened once in a weak and the suggestions are discussed with the staff-members for implementation or acceptance or resolving.
- Provisions of right to information act, human/civil rights are available.
- All the teacher and principal give open visiting time for the students every day for their grievances redressal.

Sr. No.	Name	Designation
1	Principal Mr. Patkare B.D.	Chairman
2	Prof. Miss. Yarolkar G.S.	Converter
3	Prof. Miss. Kamble V.K.	Member
4	Prof. Miss. Kirdat A.A.	Member
5	Prof. Mrs. Nimbalkar V.S.	Member
6	Mr. Sonar V.B.	Member (Non-Teaching)
7	Mr. Mohite D.B.	Member (Non-Teaching)
8	Miss. Bagade Anju Amit	Student Member

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POLICY OF STUDENTS' GRIEVANCE AND REDRESSAL CELL

The function of the cell is to look into the complaints lodged by any student. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the members in person, or in consultation with the officer in-charge Students' Grievance Cell. In case the person is unwilling to appear in self, grievances may be dropped in writing at the suggestion box of the Grievance Cell.

Procedure for Lodging Complaint:

The students may feel free to put up a grievance in Grievance Redressal Cell form which is available in the website or drop in suggestion box.

The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.

The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.

Policy

A Grievance Cell is constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.

- Grievance Redressal form is available in website and Suggestion / Complaint Box is installed near the reception area in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

Functions:

To make all necessary arrangements for receiving representations/ complaints/ grievances from students relating to general administration, examination and evaluation and any other problems relating to the functioning of a student in the college.

- To examine the grievances.
- To make necessary recommendations to the Principal.
- To do all such things as may be assigned by the principal.
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Venutai Women's College of Education * Satara *

I/C Principal
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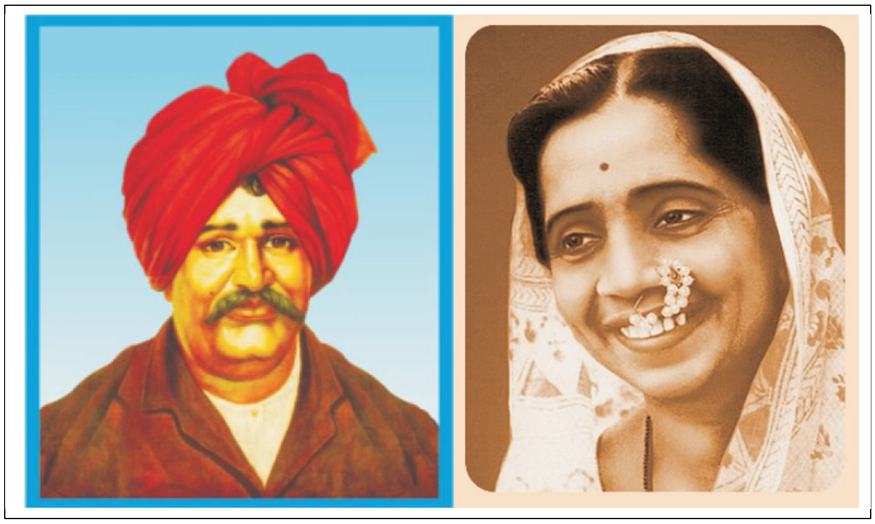

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IQAC COMMITTEE

Reg. No. MAH / 786 / 80 F 712 - Solapur 10 July 1980
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IQAC COMMITTEE

Vision:

To ensure quality culture as the prime concern for the Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support.

Objective:

The primary aim of IQAC is:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Functions Some of the functions expected of the IQAC are:

1. Development and application of quality benchmarks
2. Parameters for various academic and administrative activities of the institution;

3. Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
4. Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
5. Dissemination of information on various quality parameters to all stakeholders;
6. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
7. Documentation of the various programmes/activities leading to quality improvement;
8. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
9. Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
10. Periodical conduct of Academic and Administrative Audit and its follow-up
11. Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

IQAC COMMITTEE

Sr. No	Name of Member	Designation
1	Prin.Mr. Patkare B.D.	Chairman
2	Hon. Mr. Sidhram Dattu Javir	Member from Management
3	Hon. Mrs. Kranti Abraham Awale	Member from Management
4	Hon. Mrs. Anuradha Laxuman Dhoble	Nominee from Industrialist
5	Mr. Patil D.S.	Nominee from Local Society
6	Miss. Kamble V.K.	Teacher Representative
7	Miss. Kirdat A.A.	Teacher Representative
8	Mr. Nimbalkar V.S.	Teacher Representative
9	Mr. Doalse B.V.	Teacher Representative
10	Miss. Shinde S.S.	Nominee from Student
11	Mr. Sonar V.B.	Nominee from Administrative Officer
12	Miss. Jadhev S.B.	Nominee of Alumni
13	Miss. Yarolkar G.S.	IQAC Coordinator

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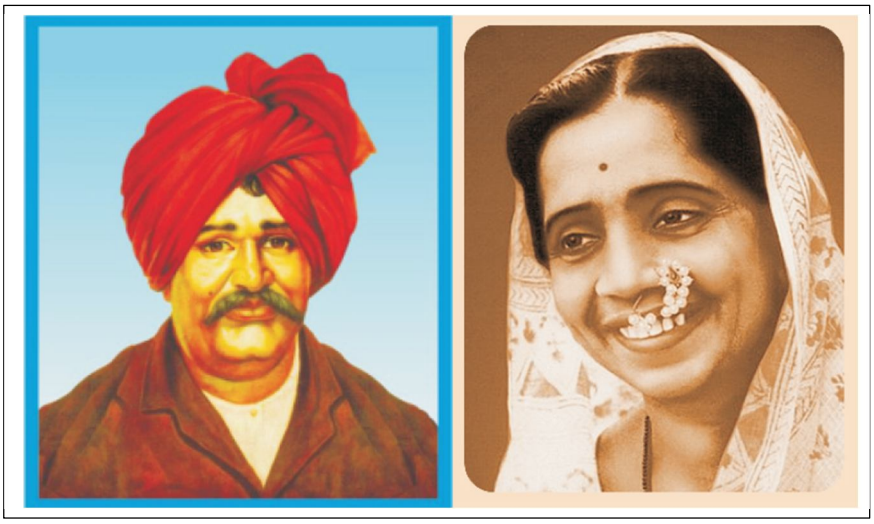
Venutai women's College of Education
Satara



Venutai Women's College of Education, Satara

(B.Ed.)

90/91,Raviwar Peth, Lonar Galli, Pawai Naka, Satara- 415 002.

LIBRARY COMMITTEE

Reg. No. MAH / 786 / 80 F 712 - Solapur 10 July 1980
शाहू शिक्षण संस्था पंढरपूर संचलित
एस्. एन्. डी. टी. महिला विद्यापीठ मुंबई संलग्न
वेणूताई महिला शिक्षणशास्त्र महाविद्यालय, सातारा
९०/९१, रविवार पेठ, (लोणार गल्ली), पोवई नाका, सातारा - ४१५ ००२. फोन. ९४०५८३९९४३
Shahu Shikshan Sanstha, Pandharpur
Affilated to S.N.D.T. Women's University, Mumbai
Venutai Women's College of Education, Satara.
90/91,Raviwar Peth, Lonar Galli, Pawai Naka, Satara- 415 002. Ph. 9405839943
NCTE Code- WRC/APW00830/123164 •Email : 137.venutaibedsatara@gmail.com •venutai_satara @rediffmail.com •website : https://venutaibedsatara.in
संस्थापक : मा. प्रा. लक्ष्मणरावजी ढोबळे
माजी मंत्री (महाराष्ट्र राज्य)
प्र.प्राचार्यः प्रा. वी.डी.पटकारे
एम्. ए.एम्. एड्.सेट (शिक्षणशास्त्र).Ph.D (Pursuing)

LIBRARY COMMITTEE

Objectives:

Provide advice, support, and liaison for the faculty, the individual departments, and the Librarian on matters of the role of the Library in academic learning, budgeting, collection development, bibliographic instruction and automation, circulation, and reference services. Academic departments have responsibility for the quality of their collections.

Library policies:

- Library committee meeting was conducted once in a year planning for the purchase of Books, Periodicals, Newspapers, magazine, CDs, DVDs, N-List, E-resources, Journals, Cartographic resources and question bank consisting TNTEU university question papers, DOT NET printer and Laser printer.

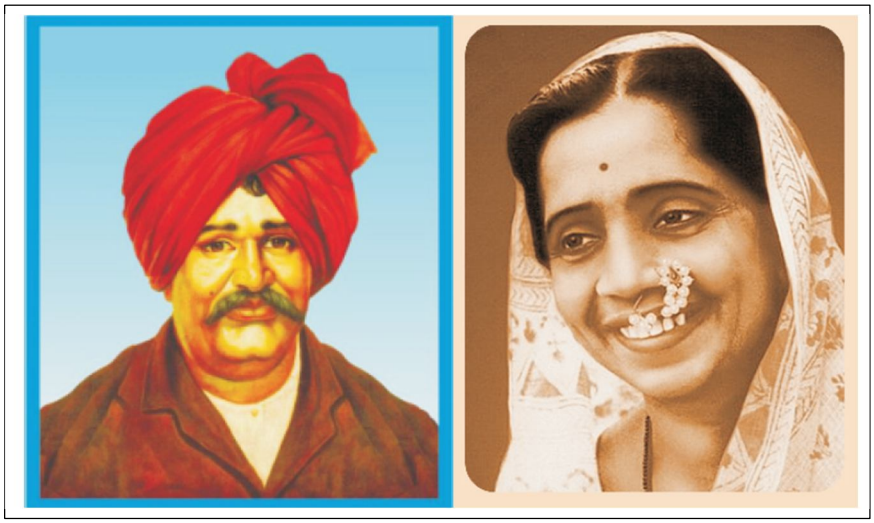
- Every Academic year library committee meeting was conducted for the purchase of books and CDs, & DVDs.
- The library management software's CAMPES i Lib, CMS App is used to offer library services to faculty members and students in an appropriate manner.
- The major functions of the Library Committee:
- To propose library vision, strategy document
- To formulate various policies related to library like purchase, space, etc.
- To propose library budget for the Institutes and department
- To propose library activities, programmers and services
- To propose library and information literacy in the institute
- Online journal software awareness and for faculty publications and institutional publications.
- Implementing Library policies–Library Material Purchase Policy, Book Bank Policy, Electronic Resource Access Policy.
- To provide for proper documentation services and updating the Library collection.
- .To work towards modernization and improvement of Library and documentation Services
- To formulate policies and procedures for efficient use of Library resources.
- To seek feedback on Library functions from readers.

LIBRARY COMMITTEE

Sr. No	Name of Member	Designation
1	Prin.Mr. Patkare B.D.	Chair Person
2	Librarian Mrs. Nashte Swati Nagnath	Secretary
3	Prof. Miss. Yarolkar G.S.	Member
4	Prof. Miss. Kamble V.K.	Member
5	Prof. Miss. Kirdat A.A.	Member
6	Prof. Mr. Nimbalkar V.S.	Member
7	Miss. Shelar S.N.	Member (Student)
8	Miss. Gadge V.B.	Member (Student)

Venutai Women's College of Education * Satara *

I/C Principal
Venutai women's College of Education
Satara



Venutai Women's College of Education, Satara

(B.Ed.)

90/91,Raviwar Peth, Lonar Galli, Pawai Naka, Satara- 415 002.

WOMEN ANTI SEXUAL HARASSMENT CELL

Reg. No. MAH / 786 / 80 F 712 - Solapur 10 July 1980
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एम्. ए.एम्. एड्.सेट (शिक्षणशास्त्र).Ph.D (Pursuing)

WOMEN ANTI SEXUAL HARASSMENT CELL

ANTI-SEXUAL HARASSMENT POLICY

The Internal Committee for Women Anti Sexual Harassment in Venutai Women's College of Education, Satara is constituted according to 'The Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act, 2013'. Along with this Act, the ICC seeks to adhere to the spirit of Vishakha guidelines preceding this legislation in order to address the issue of sexual harassment at workplace for ensuring gender equality. The ICC aims to look into the complaints of sexual harassment in the establishment and also to generate awareness about the issue. The Act has outlined the constitution of the committees, the process to be followed for making a complaint and conducting inquiry into the complaint in a time bound manner.

What is Sexual Harassment?

According the Supreme Court order, sexual harassment is any unwelcome words or actions of sexual nature as:

An act of sexual harassment includes any one or more of the unwelcome acts or behavior, whether directly or by implication:

1. Physical contact and advances; or
2. A demand or request for sexual favors; or
3. Making sexual colored remarks; or

4. Showing pornography; or

5. Any unwelcome physical, verbal or non-verbal conduct of sexual nature or

The following circumstances, among other circumstances, if it occur or are present in relation to or connected with any act or behavior of sexual harassment, may also amount to sexual harassment;

1. Implied or explicit promise of preferential treatment in her employment; or
2. Implied or explicit threat of detrimental treatment in her employment; or
3. Implied or explicit threat about her present or future employment status; or
4. Interference with her work or creating and intimidating or offensive or hostile workenvironment for her; or

5. Humiliating treatment likely to affect her health or safety.

Anti-sexual harassment policy

Purpose

The purpose of this policy is to specify the guidelines for reporting acts of Sexual Harassment at Venutai Women's College of Education, Satara to provide the procedure for the resolution and redressal of complaints of Sexual Harassment in line with The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

Venutai Women's College of Education, Satara is committed to creating a healthy, conducive workingenvironment that enables the students and employees (Teaching and Non-teaching) to carry out their work without any fear of gender bias, prejudice and sexual harassment. The institute is also committed to foster an environment of mutual respect and dignity of all its students and employees. Keeping this in view, all the employees/students must be sensitive to acts of conduct which may be considered offensive by fellow personnel and must refrain from engaging in such conduct. The institute will not, under any circumstances, condone or tolerate any such acts that may constitute to sexual harassment in the

institute.

Venutai Women's College of Education, Satara abides by the "Vishakha Guidelines" and "The Sexual Harassment of Women" at Workplace (Prevention, Prohibition and Redressal) Act, 2013" ensuring protection against sexual harassment/ gender inequality.

Scope

The policy is applicable to all the employees/ students (teaching and non-teaching staff including contractual and support staff), part-time personnel or any other party. This policy will be applicable within or outside institute premises, on study tour, field visit, etc.

Objectives of the Committee-

The Internal Complaint Committee is an educational resource as well as a complaint Redressal mechanism for the members of faculty, staff and students of the University. Its mandates are:

- To provide a neutral, confidential and supportive environment for members of thecampus community who may have been sexually harassed
- To advice complainants of means of resolution as specified by the legislation
- To ensure fair and timely resolution of sexual harassment complaints
- To provide counseling and support services on campus
- To ensure that students, faculty and staff are provided with current and comprehensivematerials on sexual harassment
- To promote awareness about sexual harassment through educational initiatives thatencourages and fosters a respectful and safe campus environment

The committee seeks to inform the campus community of their right to a respectful work and learning environment. It believes that if we practice respect, exercise empathy in our interactions

with others so that we do not hurt anyone through what we say or do, then we can create a campus that is free of sexual harassment.

The Committee seeks to achieve these goals through:

- **Complaint Redressal:** As per the act 'The Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act, 2013', appropriate action will be taken once the complaint is filed.
- **Dissemination of Information:** through production, distribution and circulation of materials, posters and handouts etc.
- **Awareness Workshops:** for faculty, non-teaching staff and students with an aim to develop nonthreatening and non-intimidating atmosphere of mutual learning.
- **Counseling –** Confidential counseling service is an important service as the sexual harassment cases are rarely reported and are a sensitive issue. Counseling provides a safe spaceto speak about the incident and how it has affected the aggrieved woman.

Who can file the Complaint to the Internal Complaint Committee?

Any student, service provider, teaching, non-teaching staff may lodge a complaint against a student, service provider, teaching, non-teaching staff.

Aggrieved party

Means the person who alleges to have been subjected to any acts of sexual harassment by the respondent.

Respondent

Mans the person against whom the aggrieved woman has made a complaint.

Internal Complaints committee (ICC)

In accordance with **"The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013"** and as per the notification of SNDT University, Mumbai

Roles and Responsibilities

Student including Employees It is the responsibility of the student/ employees to:

- Refrain from committing any which may amount to sexual harassment at the institute
- Report incidents of sexual harassment without fear or favor
- Create an environment conducive for growth and development without fear of
- Harassment Seek advice and clarifications from the ICC as and when required

All Committee Members

- Ensure that there is no hostile working environment in the institute.
- Ensure that all the staff of the section/department are aware of the purpose of the policy.
- Report any complaint or grievance received, immediately to the concerned authorities.
- Ensure that no victimization of the aggrieved party takes place at the institute where the
- Supposed action is said to have taken place.

About Inquiry process

The Internal Complaints Committee shall make enquiry into the complaint in accordance with the provisions of the Service Rules applicable to the respondent.

For the purpose of the enquiry, if the respondent is a non-teaching employee of the university, provisions of the Maharashtra Civil Services (Conduct) Rules, 1979 and provisions of the Maharashtra Civil Services (Discipline and Appeal) Rules, 1979, are applicable, and if the respondent is a teacher, provisions of the Teachers' Statutes are applicable. If the Respondent is a student, an enquiry shall be made as per provisions of Ordinance 157 as regards maintenance of discipline and good conduct by students.

Confidentiality

Given the sensitive nature of sexual harassment and its impact on the victim as well as the person against whom such allegations are leveled Venutai Women's College of Education, Satara is committed to maintaining strict confidentiality in relation to such complaints and the resultant inquiry. The identity and address of the aggrieved person, respondent and witnesses if any, all proceedings, including the statements and other materials, recommendations of the ICC, shall be treated as strictly confidential and the members shall not divulge the details to any other employee within Venutai Women's College of Education, Satara to any person outside the institute. The ICC should emphasize the necessity for confidentiality to other employees involved in such discussions and the consequence of possible disciplinary action in case of transgression.

Miscellaneous

The ICC shall maintain records of such cases and communicate with the SNDT University, Mumbai to which the institute is affiliated every academic year or as and when required Venutai Women's College of Education, Satara shall conduct necessary communications and training across the institute, with respect to this policy. Composition of Internal Complaints Committee (ICC

Members of the Internal Committee of Women Anti Sexual Harassment Cell

Venutai Women's College of Education, Satara

Sr.No.	Committee Member	Role
1	Mr. Patkare B.D.	Chairman
2	Miss. Yarolkar G.S.	Member
3	Miss. Kamble V.K.	Member
4	Mr. Sonar V.B.	Member
5	Miss. More R,U,	Member (Student Reprehensive)
6	Miss. Survace A.Y.	Member (Student Reprehensive)
7	Mr. Pailwan Prakash	Member

Address

Shu Shikshan Sanstha Pandharpur Sanchalit

Venutai Women's College of Education, Satara

Satara 415 002

Contact

Phone: Principal office no. – Admin.Office Mobile no. –

Admin. Office Landline no. –

E-mail Id: 137.venutaibedsatara@gmail.com

Venutai Women's College of Education Satara

I/C Principal
Venutai women's College of Education
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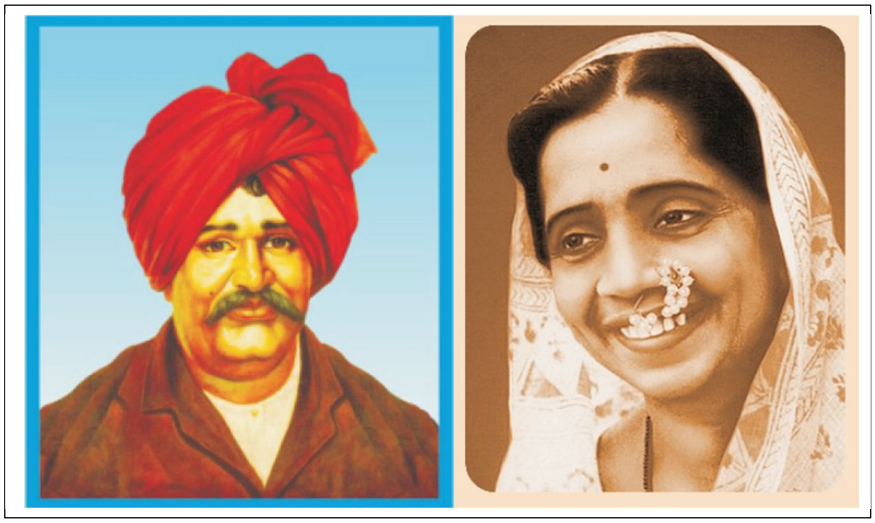

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STUDENT COUNCIL

Reg. No. MAH / 786 / 80 F 712 - Solapur 10 July 1980
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प्र.प्राचार्य: प्रा. बी.डी.पटकारे
एम. ए.एम. एड.सेट (शिक्षणशास्त्र) Ph.D (Pursuing)

STUDENT COUNCIL

Sr. No	Name of Member	Designation
1	Mr. Patkare B.D.	Chairman
2	Miss. Yarolkar G.S.	Staff Member
3	Gurav Arati Dattatray	Student Represented
4	Jagatap Gauri Ankush	Student Represented
5	Pawar Vaishali Santosh	Student Represented
6	Lokhande Vidya Ganesh	Student Represented
7	Sapkal Sonali Sunil	Student Represented
8	Bansode Arti Samadhan	Student Represented
9	Jagtap Pranali Ranjit	Student Represented
10	Kambale Shital Tatyasaheb	Student Represented

1. Objective

he purpose of establishing the Student Council (SC) is to create an effective communication bridge between the administrative authorities and the student body. While students can approach administrative officials individually, the SC acts as a collective platform for communication. Additionally, the SC plays a pivotal role in organizing and promoting cultural, sports, social, and educational events within the institution. It also provides students with an opportunity to develop leadership skills and engage in program planning and volunteering.

2. Constitution of the Student Council

The Student Council at Smt. GBMSM, Sangola comprises the following members:

- General Secretary
- Deputy General Secretary
- Academic Incharge
- Cultural Incharge
- Assembly Incharge
- Report Writing Incharge
- Sports Incharge
- Photography Incharge
- Two faculty members serve as coordinators and advisors to the Student Council

Selection Process

All student office bearers are nominated for their positions. Nominations can come from self-nomination or teacher nominations. Nominees have the opportunity to present themselves, followed by elections. Candidates undergo an election process, and after vote counting, the Principal and teachers select the Student Council committee members. Ensuring gender balance in the Council is a priority.

Eligibility Criteria

- All registered students of the institution are eligible for nomination
- Nominees should have no academic arrears in the current academic year
- Nominees should not have faced disciplinary actions from the institute authorities

3. Role of the Student Council

The primary role of the Student Council is to facilitate information exchange between administrative officials and students. The Council aims to:

- Foster an environment conducive to educational and personal development.
- Support the development of the institution by providing the Council’s opinions, suggestions, and feedback to the management, administrative officials, and faculty.

- Represent the students' perspectives on general concerns.
- It's essential to note that the Student Council cannot interfere with the decision-making process of administrative officials or the management. The Council operates on a two-year term, but if deemed ineffective by the Principal and faculty incharge, it may be dissolved and replaced through a selection process.

Primary Functions

The Student Council operates in alignment with its objectives. It collaborates with the administration on planning and development activities. Its key functions include:

- Close collaboration with administrative officials, teachers, and students.
- Accessibility to all students within the institution.
- Involvement of as many students as possible in student development activities.

Office Bearers and Responsibilities

1. **General Secretary:** Responsible for presiding over Council meetings, preparing meeting agendas with the Deputy General Secretary, and representing the Council in meetings with administrative officials. Must possess strong interpersonal, conflict management, and problem-solving skills.

2. **Deputy General Secretary:** Assists the General Secretary in preparing meeting agendas and presides over meetings when necessary. Expected to be a team-builder.
3. **Academic Incharge:** Gathers student input on academic matters, disseminates academic-related information to students, and maintains academic records. Must be organized and possess good subject knowledge.
4. **Assembly Incharge:** Coordinates daily and special assemblies, focusing on enhancing the assembly experience for students and teachers.
5. **Cultural Incharge:** Promotes cultural events and celebrations, plans special assemblies, and oversees the Annual Cultural Day celebration. Must excel in cultural event organization.
6. **Sports Incharge:** Promotes sports activities, plans sports events, including National Sports Day, and organizes the Annual Sports Day. Knowledgeable about sports rules and event organization.
7. **Report Writing Incharge:** Maintains records of various activities and events, ensuring timely reporting. Requires strong English communication and technical skills.
8. **Photography Incharge:** Captures event moments, maintains photo records, and coordinates with the student body. Proficient in photography and event documentation.

4. Student Council Meetings

The Student Council convenes at least once per semester, and additional meetings may be called as needed. Attendance of faculty members and the Student Council is mandatory. Faculty members' input is valuable for developing the leadership skills of student members.

Meeting Guidelines

Meeting notices must be sent to Council members at least two days in advance. Meetings cannot proceed without the presence of the Principal, faculty Incharge, General Secretary, or Secretary. Meeting minutes should be recorded and made available to the Faculty Incharge after obtaining the Principal's signature.

Sample Meeting Minutes Format

Meeting minutes should clearly document agenda points and include:

- Date, Time, and Venue
- List of Attendees
- Details of Invited Guests from Administration / Management
- Agenda Items and Discussion Outcomes / Resolutions
- Details of the Next Meeting (if discussed)

5. Reporting and Dissolution

The Student Council may be dissolved at any time, with or without prior notice, by the Principal, depending on the circumstances. If dissolution is contemplated, a one-week notice will be given, allowing the Council

to provide explanations or justifications. The final decision to dissolve rests with the Principal



I/C Principal
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