

SNDT Women's University

Shreemati Nathibai Damodar Thackersey Women's University



NAAC -SSR

CRITERION VII

Supporting Documents

for

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.

1.The institutional Code of Conduct principles are displayed on the Website

2.There is a committee to monitor adherence to the institutional Code of Conduct principles

3.Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4.Annual awareness programmes on Code of Conduct are organized

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Constitution of committee to monitor adherence to the Code of Conduct:

1. **Pro Vice-Chancellor:** Prof. Ruby Ojha (Chairperson)
2. **Campus in charge:**
 - Churchgate-** Dr. Sanjaykumar P. Phad
 - Juhu-** Dr. Rajesh Wankhede
 - Pune-** Dr. Sheetal More
3. **Dean of Student Welfare:** Dr. Nitin Prabhutendulkar
4. **Representatives from Each Campus:** **Churchgate:** Dr. Jaswandi Wamburkar
 - Juhu:** Dr. Mira Desai
 - Pune:** Dr. Sachin Devre
5. **Registrar:** Dr. Vilas Nandavadekar (Member Secretary)

**Minutes of Meeting of Monitoring Committee for
Code of Conduct, SNDTWU**

A meeting of Monitoring Committee for Code of Conduct, SNDTWU was conducted on 11th March 2022 at 11.00 am in hybrid mode. Following members attended the meeting in offline mode at committee room at Juhu campus, whereas members from Pune campus, attended the meeting, through Google meet.

List of Members attending the meeting:

1. **Pro Vice-Chancellor:** Prof. Ruby Ojha (Chairperson)
2. **Campus in charge: Churchgate-** Dr. Sanjaykumar P. Phad
Juhu- Dr. Rajesh Wankhede
Pune- Dr. Sheetal More (Online mode)
3. **Dean of Student Welfare:** Dr. Nitin Prabhutendulkar
4. **Representatives from Each Campus: Churchgate:** Dr. Jaswandi Wamburkar
Juhu: Dr. Mira Desai
Pune: Dr. Sachin Deore (Online mode)
5. **Registrar:** Dr. Vandana Sharma, Member Secretary

The agenda of the meeting was as follows:

1. Forming a committee of experts to revise the Ethics Policy.
2. Discussing the Ethics Policy for SNDTWU

Agenda no.1: Forming a committee of experts to revise the ethics policy.

Hon. Pro Vice Chancellor Prof. Ruby Ojha mentioned that a committee will be constituted, to revise the ethics policy. She suggested including the members from all the faculties and the campuses and names of the members were decided after considering the suggestions from the members.

Agenda no.2: Revision of Ethics Policy for SNDTWU

Hon. Pro Vice Chancellor Prof. Ruby Ojha explained the committee members about ethics policy as the policy requires revision, based on the current scenario. She stressed that Ethics Policy Document outlines the principles and guidelines that monitors the behaviour and conduct of all members of the university, including students, faculty, staff and administrators. She also said that the revised policy will be displayed on the university website.

Registrar, Dr. Vandana Sharma, Member Secretary, thanked all the members for their inputs and attending the meeting.



Prof. Ruby Ojha
(Pro Vice-Chancellor)

Minutes of Meeting of Monitoring Committee for Conduct

A meeting was conducted on 13th August 2024 in hybrid mode. Members from Church gate and Juhu campus, attended the meeting in offline mode at committee room at Juhu campus, whereas members from Pune campus, attended the meeting, through Google meet.

List of Members attended the meeting:

1. **Pro Vice-Chancellor:** Prof. Ruby Ojha
2. **Campus in charge: Churchgate-** Dr. Sanjaykumar P. Phad
Juhu- Dr. Rajesh Wankhede
Pune- Dr. Sheetal More (Online mode)
3. **Dean of Student Welfare:** Dr. Nitin Prabhutendulkar
4. **Representatives from Each Campus: Churchgate:** Dr. Jaswandi Wamburkar
Juhu: Dr. Mira Desai
Pune: Dr. Sachin Deore (Online mode)
5. **Registrar:** Dr. Vilas Nandavadekar

The agenda of the meeting was as follows:

1. To confirm the Minutes of Meeting of Monitoring Committee for Conduct held on 28th April 2023
2. Approval for code of conduct drafted by the committee
3. Inclusion of code of conduct in student's diary

Agenda no.1: To confirm the Minutes of Meeting of Monitoring Committee for Conduct held on 28th April 2023

The minutes of the meeting are confirmed.

Agenda no.2: Approval for code of conduct drafted by the committee

Pro-Vice Chancellor, Prof. Ruby Ojha asked the Dean, Humanities to present the drafted code of conduct that is then followed by the discussion

It is resolved that the proposed code of conduct to be approved with incorporation of changes emerged through the discussion. Further it will be displayed on the website of the university.

Agenda no.3: Inclusion of code of conduct in student's diary

Pro-Vice Chancellor and few members raise the point of creating awareness among stakeholders about code of conduct. It is discussed that it is the duty of all the teachers to explain the code of conduct to students during the orientation program, and all teaching and non-teaching staff should also adhere to it. To facilitate the strict adherence and dissemination of code of conduct, it is important to include them in students' diary. Hence, it was decided that, code of conduct will be included as content in the student's diary for the upcoming academic year.

The meeting ended with vote of thanks.

Prof. Ruby Ojha
(Pro Vice-Chancellor)

**Minutes of Meeting of Monitoring Committee for
Code of Conduct, SNTWU**

A meeting of Monitoring Committee for Code of Conduct, SNTWU was conducted on 28th April 2023 in hybrid mode. Members from Churchgate and Juhu campus, attended the meeting in offline mode at committee room at Juhu campus, whereas members from Pune campus, attended the meeting, through Google meet.

Following members attended the meeting:

1. **Pro Vice-Chancellor:** Prof. Ruby Ojha, Chairperson
2. **Campus in charge: Churchgate-** Dr. Sanjaykumar P. Phad
Juhu- Dr. Rajesh Wankhede
Pune- Dr. Sheetal More (Online mode)
3. **Dean of Student Welfare:** Dr. Nitin Prabhutendulkar
4. **Representatives from Each Campus: Churchgate:** Dr. Jaswandi Wamburkar
Juhu: Dr. Mira Desai
Pune: Dr. Sachin Deore (Online mode)
5. **Registrar:** Dr. Vilas Nandavadekar

The agenda of the meeting was as follows:

1. To confirm the Minutes of Meeting of Monitoring Committee for Code of Conduct held on 11th March 2022.
2. To discuss the Draft of Code of Ethics Policy

Agenda no.1: To read Minutes of Meeting of Monitoring Committee for Conduct held on 11th March 2022

The minutes of the meeting conducted on 11th March 2022 were confirmed

Agenda no.2: To develop separate code of conduct apart from already existing Ethics Policy

Prof. Ruby Ojha informed the members that as per the requirement of NAAC and Maharashtra Public Universities Act 2016, a separate code of conduct needs to be formed apart from already existing Ethics Policy. It will be a similar document like ethics policy, although the rules and regulations for students, teachers and non-teaching staff will be drafted in detail.

Agenda no.3: Forming committee of experts to develop document of code of conduct.

After discussion, it is resolved that the same committee can draft the code of conduct, and it also will be displayed on university website.

The meeting ended with vote of thanks by the member secretary Dr Vilas Nandavdekar.



Prof. Ruby Ojha
(Pro Vice-Chancellor)