

Estd Year -1967

Adarsh Education Society's

# ARTS, COMMERCE & SCIENCE COLLEGE, HINGOLI

Akola Road, Hingoli Dist. Hingoli - 431513 (Maharashtra)

(Affiliated to Swami Ramanand Teerth Marathwada University, Nanded)



Accredited By NAAC (B<sup>+</sup>)

**Shri. Kamalkishorji Kabra**  
President

**Shri. Ramchandraji Kayal**  
Secretary

**Dr. Vilas Aghav**  
Principal

Principal: Office : (Mob.) 9922228656, E-Mail : [adarshcollege208@gmail.com](mailto:adarshcollege208@gmail.com), Websited : [adarshcollege208.ac.in](http://adarshcollege208.ac.in)

Ref.No. AES/20

Date :- / /20

## DOCUMENTS

### CRITERION – V STUDENT SUPPORT AND PROGRESSION

#### 5.1 STUDENT SUPPORT (50)

5.1.4 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

*Adarsh Education Society's*  
**Arts, Commerce & Science College, Hingoli**

**ANTI-RAGGING POLICY DOCUMENT**

**ANTI-RAGGING COMMITTEE**

**INTRODUCTION**

As per the direction and guidelines of honourable supreme court, UGC, state government and the university act, the institute has established a functional Anti-Ragging Committee in the institute to curb and address the issue of anti-raging. It has a well-defined policy and mechanism along with procedures to ensure the policy of zero-tolerance in terms of heinous activity called 'Ragging'. As an important committee at the institutional level, it works for preventing, prohibiting and punishing activities of ragging menace within and outside the campus in accordance with UGC regulations, Supreme court directives and Provisions state Act. It is responsible for taking action against those found guilty of ragging and/or abetting ragging, actively or passively or being part of a conspiracy to promote ragging.

**DEFINITION OF ANTI-RAGGING**

Anti-Ragging is conceived any of the following behaviour, as notified by the UGC, at the campus that reflects emotional laceration arising out of unethical and unconstitutional misconduct in terms of basic code of code:

“Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or a junior student. 2. Indulging in a rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student. 3. Asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or Psyche of a fresher or junior student”

**ANTI-RAGGING COMMITTEE MEMBERS**

Sr. No.	Name	Designation	Mobile No.
1	Dr. V. B. Aghav	Chairperson	9922228656

2	Dr. B. S. Salve	Co-ordinator	9422742735
3	Mr. G. P. Chavan	Member	9921557607
4	Ku. J. R. Shankpalle	Member	9096703410
5	Mr. R. R. Kamble	Member	9552135769
6	Ms. S. R. Wakode	Member	8275285825

#### ANTI-RAGGING MEASURES AT CAMPUS:

- Constitution of Anti-Ragging committee (ARC) in college as per guidelines.
- Informing to parents/guardians of all the students and explaining the adverse effect of ragging and anti-ragging measures that are initiated by the institution.
- Conducting induction programs and Counselling by the Anti-Ragging Committee during the first two weeks of the academic year. Wide publicity to prevent, prohibit and punish with respect to ragging. Taking affidavits and undertakings from students and parents in the prescribed proforma.
- Displaying anti-ragging guidelines on posters, walls, and Notice Boards
- If an act of ragging occurs on the campus, students are advised to report it to the functional anti-ragging committee meant for addressing the issue. Considering the gravity of the ragging act, the committee takes due action as early as possible. There is a provision of offline and online complaint for ragging. The name of the complainant is kept confidential and the guilty is penalised at the hands of the committee and authority.
- Continuous monitoring in various places like classrooms, canteen, hostels, reading room, library and whole campus by using CC TV cameras.

  
CO-ORDINATOR



  
PRINCIPAL  
प्रभारी प्राचार्य  
आदर्श शिक्षण संस्थेचे,  
कला, वाणिज्य व विज्ञान महाविद्यालय,  
हिंगोली.

Adarsh Education Society's

Arts, Commerce & Science College, Hingoli-431513

## STUDENTS GRIEVANCE REDRESSAL COMMITTEE

### Introduction:

Any student of an educational institute has a minimum right to have conducive educational ambience when he / she is on-campus in every aspect for optimum achievements from the educational process. His / her formal / informal interactions with fellow students, teachers, official staff, the principal and any occasional outsiders should be encouraging in nature.

But in reality, aberrations are bound to be there. Role of an educational institute is to keep level of aberrations under control. Intentional or unintentional misconducts do occur resulting in grievances. Timely, effective, efficient and unbiased redressal of the raised grievances is very much necessary. The system must be sensitive enough and proactive to identify unreported grievances. So, there is every need of a formal grievance redressal mechanism.

Therefore, our institute has set up a Students Grievance Redressal mechanism.

**Name:** Students Grievance Redressal Committee.

**Abbreviated Name:** SGR Committee

**Composition:** To achieve better redressal of grievances, an elaborate committee is constituted.

- |  |                                     |
|--|-------------------------------------|
| 1. Chairman:   | Principal of the College            |
| 2. Coordinator:  | Senior Teacher                      |
| 3. Members:  |                                     |
| • Registrar of the College                               | 1                                   |
| • IQAC coordinator                                       | 1                                   |
| • NSS / NCC / Sports /<br>Cultural Activities In-charge: | 1                                   |
| • Gents Teachers:  | 2                                   |
| • Ladies Teachers:                                       | 2                                   |
| • Students:  | 4 (Two of them are 'if applicable') |
| 4. Invitee Members:                                      | As per need                         |

\*From amongst the five teacher members:

- |                    |   |
|--------------------|---|
| • Arts stream:     | 2 |
| • Science stream:  | 2 |
| • Commerce stream: | 1 |

#From among the four student members:

- |  |   |
|--|---|
| • GS of Students Council of the College:                 | 1 |
| • LR of Students Council of the College (if applicable): | 1 |
| • CR of class to which the grievance raiser belongs:     | 1 |
| • CR of class of the suspect (if applicable):            | 1 |

## **Functions:**

To redress grievances raised by students

## **Mode of functioning:**

1. Number of meetings: At least four in an academic year
2. Quorum of the meeting: At least 50% of the total members
3. Grievances to be considered:  
Grievances in written and with name, class, roll number and signature of the student only will be considered for redressal. Students should convey their grievances
  - to the principal or
  - to the committee or
  - through the complaint box
4. Grievances not to be handled: Grievances against chairman, the principal are out of jurisdiction of this committee.
5. Methodology of redressal: The committee will
  - i. in the beginning, study the grievance.
  - ii. call the student who has raised the grievance and listen to him / her carefully in unbiased state.
  - iii. call the person(s) with whom the student has the grievance and listen to him / her carefully and in unbiased manner.
  - iv. If the grievance is not about any person but about the system, the system will think on self-rectification, if necessary.
  - v. The grievance redressal by "Consensus and Counselling" will be preferred in not-so-serious grievances.
  - vi. In rare cases of grievances, the committee will think of going for other legal off-Campus options.
  - vii. If necessary, parents both the parties (grievance raiser and suspect of the grievance) shall be called.
  - viii. The grievances communicated to the principal or to the committee will be redressed within a week from the date of communication.
  - ix. The grievances communicated through the complaint box will be redressed within a week of their collection from the box.
  - x. Grievances will normally be collected by the committee from the complaint box after every fortnight.
  - xi. If a grievance is raised against any of the members of this committee, he /she shall not be member of the committee till the grievance is redressed.
6. Final Authority: In a state of ambiguity, decision of the chairman is final.
7. Miscellaneous:
  - Every year in the starting phase of the academic year, the committee shall implement a campaign to make students aware of existence and functioning of the SGR committee.
  - The role of "Students Council" in minimizing workload of the committee is very crucial.

## Committee for Academic year 20022-23:

1. Chairman: I/C Principal Dr. Vilas B. Aghav
2. Coordinator: Dr. Pradeep D. Achole (Senior, Science: HOD of Electronics)
3. Members:
  - i. Shri Vijay. S. Kawane (Registrar)
  - ii. Dr. Sachin L. Patki (IQAC Coordinator)
  - iii. Dr. Anand S. Bhatt (Assistant Director, Sports)
  - iv. Dr. Vidya N. Khandare-Govande (Ladies, Arts: HOD of Sociology)
  - v. Miss Shaila S. Wagh (Ladies, Science: HOD of Chemistry)
  - vi. Dr. Annaji D. Madavi (Gents, Arts: HOD, Economics)
  - vii. Dr. Ashish B. Gattani (Gents, Commerce Stream)
  - viii. GS of Students Council: Vacant
  - ix. LR of Students Council: (if applicable)
  - x. CR of the class of the grievance raiser: After grievance is raised
  - xi. CR of the class of the suspect: (if applicable)
  - xii. Invitee members: (As per need)

Belude  
Co.ordinator  
(Dr. P. D. Achole)

Bhambhani  
Principal  
I/C PRINCIPAL  
ADARSH EDUCATION SOCIETY'S  
Art's Commerce & Science College  
HINGOLI Dist. Hingoli

**ARTS, COMMERCE & SCIENCE COLLEGE,  
HINGOLI-431513**

**Women Empowerment and Sexual Harassment Prevention  
Committee – Policy Document**

**Introduction:**

Sexual harassment is a common form of violence that can cause enduring psychological harm. Both women and men are targets of such behavior, but evidence has shown that sexual harassment is primarily aimed at women.

Role of an educational institute is to keep level of abnormality under control. Intentional or unintentional misconducts do occur resulting in grievances. Timely, effective, efficient and unbiased redressal of the raised grievances is very much necessary. The system must be sensitive enough and proactive to identify unreported grievances. So, there is every need of a formal grievance redressal mechanism. This is a significant knowledge gap, as experiencing sexual harassment can derail a woman's or female students' educational attainment. The goal of this guidance note is to identify specific evidence-based recommendations that tertiary education institutions can use to prevent, report and respond to sexual assault and sexual harassment.

This is not intended to replace policies and/or institutional approaches to dealing with unacceptable behaviors, but rather to provide further advice on how to address these issues based on good practices from around the world. To the extent possible, institutions should refer to existing legislation, policies, codes of conduct and mechanisms already in place to prevent, report and respond to sexual assault and sexual harassment.

**About Law**

In writ petition (CRL) nos 666-670 of 1992 to prevent sexual harassment of women at work place. Hon. the guidelines in the decision given by supreme court were presented by the central government. In the said decision, there was a provision that these guidelines will remain binding on the government as law until such time as there is no law on these subjects. These guidelines were popularly known as the guidelines in the visakha judgement.

Accordingly, every government /semi government officers/corporations/institution etc. A women's grievance redressal or women empowerment and sexual harassment prevention committee was constituted at the place and the complaint of sexual harassment

were being investigated through the said committee. However now in order to prevent sexual harassment at workplace the central government (prevention prohibition and redressal Act-2013 and rules dated 9.12.2013). Women grivance redressal committee were proposed to be reformed government.

As per provision of the protection of women from sexual harassment (prevention, prohibition and redressal) Act -2013 and the rules dated 9.12.2013, every female having 10 or more officers /employees in its establishment shall have an internal grievance committee as follows should be constituted.

**Name: Women Empowerment and sexual harassment committee**

**Abbreviated Name:** women empowerment committee

**Composition:** To achieve better redressal of grievances, a committee is constituted.

1. Chairman: Principal of the College
2. Coordinator: Senior Teacher
3. Members:
4. Invitee Members: As per need

**Objectives:**

- Emphasis on organization of different kinds of programmes regarding personality development of women or female students.
- Mentoring for employment opportunities for women to stand on their own feet.
- To enable people to accept the right things without following the customs, traditions and superstitions of the society. Creating a scientific approach.
- To make girl students physically and mentally competent.
- To empower against sexual harassment in public places, workplace.
- To create awareness about the Prevention of Sexual Violence Act.

**Functions:**

- To consent the female students as well as redress grievances raised.
- Although there are national and international efforts to eliminate sexual harassment, there is no single definition of what constitutes prohibited behavior. The University of

Michigan defines sexual harassment as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when either.

- Define sexual assault and sexual harassment in alignment with the relevant jurisdictional legislation;
- Include a list of prohibited actions, examples, and possible scenarios to give staff and students a complete picture;
- Explain consent as defined by the relevant jurisdictional legislation.
- Outline the scope of the policy, for example, whether it applies to groups affiliated to the institution;
- Articulate that female student or women who experience sexual assault can report their experience to the committee
- Present the institution's formal reporting process and misconduct procedures;
- Explain steps of how to seek help and/or report if sexual harassment or assault has occurred;
- Communicate that an institution's formal investigations process is not a substitute for a criminal process;
- Include information on potential sanctions that might be imposed on a student should the institution determine that misconduct has occurred;
- State that staff and students have a responsibility to prevent harassment and will be supported if they witness harassment and decide to intervene;
- Affiliated with the institution, such as student groups. A Guidance Note for Preventing, Reporting and Responding to Sexual Assault and Sexual Harassment in Tertiary Therefore, our institute has set up a women empowerment and sexual harassment prevention committee.

**Mode of functioning:**

1. Meetings at least 2-3 in an academic year.
2. Required Quorum of the meeting is at least 50% of the total members.
3. Disservice to be considered:

Grievances in written and with name, class, roll number and signature of the student only will be considered for redressal. Female Students should convey their grievances

- to the principal            or
- to the committee        or

4. Methodology of the committee will

- i. in the beginning, study the unfairness if any
- ii. call the female student who has raised the grievance and listen to her carefully in unbiased state.
- iii. call the person(s) with whom the female student has the grievance and listen to him carefully and in unbiased manner.
- iv. In rare cases of grievances, the committee will think of going for other legal off-Campus options.
- v. If necessary, parents both the parties (grievance raiser and suspect of the grievance) shall be called.
- vi. The grievances communicated to the principal or to the committee will be redressed within a week from the date of communication.
- vii. If a grievance is raised against any of the members of this committee, he /she shall not be member of the committee till the grievance is redressed.

5. Final Authority: In a state of ambiguity, decision of the chairman is final.

6. Miscellaneous:

- Every year in the starting phase of the academic year, the committee shall implement a campaign to make students aware of existence and functioning of the women empowerment and sexual harassment prevention committee.

**Committee for Academic year 20021-22:**

1. Chairman: I/C Principal Dr. Vilas B. Aghav
2. Coordinator: Shankpale J.R.(Co-ordinator)
3. Members:

- Vidya N. Khandare-Govande
- Shaila Wagh
- Sarita Kabra
- Jyoti Maske
- Vandana Tawde
- Sapana Pupulwad
- Seema Wadatkar
- Versha Sawtkar
- Invitee members:(As per need)

  
Co-ordinator

आदर्श एज्युकेशन सोसायटीचे  
अध्यक्ष, वाणिज्य व विज्ञान महाविद्यालय  
हिंगोली - ४३९५९३

  
Principal

I/C PRINCIPAL  
ADARSH EDUCATION SOCIETY'S  
Art's Commerce & Science College  
HINGOLI Dist. Hingoli

# COLLEGE PROSPECTUS



स्वामी रामानंद तीर्थ मराठवाडा विद्यापीठ नांदेड संलग्नित  
आदर्श शिक्षण संस्थेचे

**कला, वाणिज्य व विज्ञान महाविद्यालय, हिंगोली**

ता.जि.हिंगोली

स्थापना जून १९६७

**माहिती पुस्तिका**

२०२३-२०२४



## रॅगिंग प्रतिबंधक अधिनियम

रॅगिंग करणे हा कायदानुसार गुन्हा आहे. रॅगिंगच्या वाढत्या घटनांमुळे विद्यापीठ अनुदान आयोगाने २००९ मध्ये रॅगिंग करणाऱ्याला कठोर शिक्षेची तरतूद असलेला अधिनियम प्रसारित केला आहे. रॅगिंगसंदर्भात या विद्यापीठात रॅगिंग प्रतिबंधक समिती स्थापन करण्यात आली असून या अधिनियमाची कठोर अंमलबजावणी विद्यापीठात केली जाणार आहे. रॅगिंग हा दुसऱ्या विद्यार्थ्याला शारिरीक किंवा मानसिक क्लेश होईल असे वर्तन करण्याचा एक घृणास्पद, अमानवी व विकृत प्रकार आहे. रॅगिंगमुळे निष्ठाप विद्यार्थ्यांचे खच्चीकरण तर होतेच, परंतु रॅगिंगमुळे प्रसंगी एखादा विद्यार्थी प्राणासही मुकू शकतो. रॅगिंगमध्ये खालील बाबींचा अंतर्भाव होतो.

नवप्रवेशित विद्यार्थ्याला बोलून, चिडवून, उध्दटपणे वागून त्याला/तिला मानसिक किंवा शारिरीक इजा पोहचविणे.

इतरांची मानहानी करणारे, लज्जा उत्पन्न करणारे वर्तन करणे.

नवप्रवेशित विद्यार्थ्यांवर वरिष्ठत्वाच्या नात्याने जोरजुलूम करणे, दहशत उत्पन्न करणे, सत्ता प्रस्थापित करणे, त्यांना शिक्षा देणे इत्यादी.

प्रत्यक्ष-अप्रत्यक्षपणे इतर विद्यार्थ्यांना त्रास देणारी कोणतीही कृती करणे.

### रॅगिंग करणाऱ्याला शिक्षा:-

या अधिनियमात रॅगिंग करणाऱ्या विद्यार्थ्याला कठोर शिक्षेची तरतूद आहे. दोषी विद्यार्थ्याला खालील पैकी अथवा अधिक शिक्षेस सामोरे जावे लागेल.

- \* वर्गात बसणे व इतर शैक्षणिक लाभापासून वंचित करणे.
- \* शिष्यवृत्ती, फेलोशिप यांपासून वंचित करणे.
- \* परीक्षेसाठी अपात्र ठरविणे.
- \* निकाल राखून ठेवणे.
- \* कोणत्याही विद्यापीठ व महाविद्यालय स्तरावरील युवक महोत्सव, क्रीडा स्पर्धामधील सहभागास प्रतिबंध करणे, युवक महोत्सव, टूर्नामेंटमध्ये सहभागास प्रतिबंध करणे.
- \* एक ते चार सत्रांपर्यंत निलंबित करणे.
- \* शिक्षण संस्थेतील प्रवेश रद्द करणे, तसेच इतर कोणत्याही शिक्षण संस्थेत काही काळासाठी प्रवेशापासून वंचित करणे.

## महाविद्यालयीन शिस्त

१. प्रवेश घेतलेल्या विद्यार्थ्यांनी स्वतःचे ओळखपत्र सोबत बाळगणे बंधनकारक आहे. महाविद्यालयात प्रवेश घेतल्यावर प्रत्येक विद्यार्थ्याने आपले ओळखपत्र (Identity Card) महाविद्यालयातून घेऊन त्यावर आपला पासपोर्ट साईज फोटो चिटकवून त्यात आवश्यक ती माहिती भरून त्यावर प्राचार्यांची स्वाक्षरी घ्यावी. महाविद्यालयात ओळखपत्र जवळ असणे आवश्यक आहे. त्याशिवाय महाविद्यालय परिसरात प्रवेश मिळणार नाही.
२. विद्यार्थ्यांनी महाविद्यालय व त्याचा परिसर त्याचप्रमाणे ग्रंथालय, वाचनालय, प्रयोगशाळा, उपहारगृह, क्रीडांगण इत्यादी ठिकाणी शिस्त व शांतता राखावी.
३. महाविद्यालय परिसरात भ्रमणध्वनी (Mobile) वापरण्यास सक्त मनाई आहे. वापरल्यास भ्रमणध्वनी (Mobile) जप्त करण्यात येईल.
४. विद्यार्थ्यांनी महाविद्यालयाच्या शिस्तीला व सुव्यवस्थेला बाधा येईल अशा प्रकारचे वर्तन महाविद्यालयात किंवा महाविद्यालयाच्या बाहेर करू नये.
५. महाविद्यालयाच्या परिसरात वर्गात आणि वर्गाबाहेर चावतांना आपल्या वर्तणुकीचा इतरांना उपद्रव होणार नाही याची खबरदारी घ्यावी.
६. एखाद्या विद्यार्थ्यांची वर्तणूक महाविद्यालयाच्या हिताला बाधक आहे असे वाटल्यास प्राचार्यांना अशा विद्यार्थ्यांना कोणतेही कारण न दाखवता काढून टाकण्याचा अधिकार आहे. तसेच या बाबत विद्यापीठाच्या नियमाप्रमाणे योग्य ती कार्यवाही करण्यात येईल.
७. प्राचार्यांच्या पूर्व संमतीशिवाय महाविद्यालयात कोणतेही मंडळ अथवा संघटनेची स्थापना करता येणार नाही. सभा घेण्याकरिता एखाद्या व्यक्तीस बोलवावयाचे असल्यास प्राचार्यांची पूर्व संमती घेतली पाहिजे.
८. महाविद्यालयाची इमारत, प्रयोगशाळा, ग्रंथालय, कार्यालय, फर्निचर वगैरे निटनेटके व स्वच्छ राहिल याची काळजी घ्यावी. महाविद्यालयातील प्रत्येक वस्तु आपली आहे. या आत्मियतेने विद्यार्थ्यांनी त्याची जपणूक करावी.
९. कोणत्याही राजकीय पक्षाच्या दैनंदिन राजकारणात सक्रीय सहभाग घेता येणार नाही.
१०. प्राचार्यांच्या पूर्व परवानगी शिवाय विद्यार्थ्यांना मिरवणूक, मोर्चे, सभा वगैरे भरविण्यास व त्यात सहभाग घेण्यास मनाई आहे. विद्यार्थ्यांच्या भावना चेतविल्या जातील अशा कोणत्याही प्रकारच्या प्रक्षोभक कृत्याची गंभीरपणे दखल घेण्यात येईल.
११. कोणत्याही विद्यार्थ्यांस, महाविद्यालयाची प्रशासन विषयक अथवा कुठलीही माहिती प्रसार माध्यमास किंवा नियतकालिकास पुरविण्यास किंवा प्रसिध्द करण्यास परवानगी नाही.
१२. वरील नियमात अंतर्भूत न झालेल्या गोष्टी बाबत प्राचार्यांचा निर्णय अंतिम मानला जाईल.
११. कोणत्याही विद्यार्थ्यांस, महाविद्यालयाची प्रशासन विषयक अथवा कुठलीही माहिती प्रसार माध्यमास किंवा नियतकालिकास पुरविण्यास किंवा प्रसिध्द करण्यास परवानगी नाही.
१२. वरील नियमात अंतर्भूत न झालेल्या गोष्टी बाबत प्राचार्यांचा निर्णय अंतिम मानला जाईल.
१३. स्वामी रामानंद तीर्थ मराठवाडा विद्यापीठ नांदेड ने विद्यार्थी/विद्यार्थीनींसाठी तयार केलेली विद्यार्थी आचार व अनुशासन संहिता सर्वांनी नीट वाचून व समजून घ्यावी व त्याप्रमाणे वागावे. वर्तणुकीबद्दलचे हमी पत्र प्रत्येकाने भरून देणे आवश्यक आहे. सदर हमीपत्र सोबत जोडले आहे.
१४. महाविद्यालयाच्या नियमानुसार प्रत्येक विद्यार्थी / विद्यार्थीनीने गणवेश परिधान करणे व ओळखपत्र वापरणे बंधनकारक आहे. नियमांचे उल्लंघन केल्यास प्रवेश रद्द केला जाईल.