

"Dissemination of Education for Knowledge, Science & Culture"

-Shikshanmaharshi Dr. Bapuji Salunkhe



VIVEKANAND COLLEGE,  
KOLHAPUR

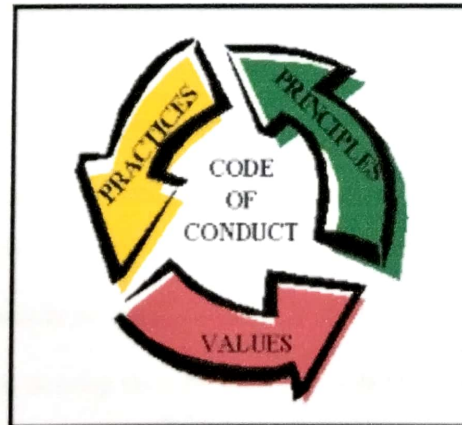


(स्वायत्त) कोल्हापूर

(EMPOWERED AUTONOMOUS)

Internal Quality Assurance Cell

Institutional Code of Conduct



### College Profile

Vivekanand College is one of the excellent colleges in Maharashtra. The college was established in 1964, run by the institution, Shri Swami Vivekanand Shikshan Sanstha and affiliated to Shivaji University, Kolhapur. Its task is to offer eminent education to all by resources of steep hard work, commitment and affection. In 2009, the college was accorded with "A" status by NAAC, Bangalore. The college is reckoned as college with potential for excellence by UGC and it is recognized as a "Star College" by DBT, Govt. of India in 2012. The college got autonomy in the year 2018.

### Vision and Mission Statement of the Institute

#### **Vision**

Our college will be an educational centre devoted to the dissemination of "Education for Knowledge, Science and Culture."

#### **Mission**

Our mission is to strive hard to realize the vision of our founder Dr. Bapuji Salunkhe i.e., to make education accessible to the masses, and to mould responsible citizens by inculcating noble values and a thirst for knowledge.

#### **Objectives of the College**

1. To provide equal opportunity of quality education to all by means of sheer hard work, dedication and devotion.
2. To promote scientific attitude and inculcate cultural values into the students.
3. To enhance the commitment of faculty, staff and students towards diversity, social justice, truth, honesty, character and democratic citizenship.
4. To aim at overall personality development through various activities.
5. To provide a platform to develop skills necessary to grab new opportunities and face challenges in the ever-changing society.
6. To provide a substantive, supportive, safe, affordable and accessible teaching-learning environment.
7. To motivate the teachers and students to attain community and social development through various activities.



The vision and mission statements of the college are clearly indicative of the objectives of the National Policy on Education demanding that centres of higher education should perform multiple roles like creating new knowledge, acquiring new capabilities and producing an intelligent human resource pool, through teaching, research and extension activities. The college plans and executes its curricular, cocurricular and extracurricular activities to transform the vision and mission statements into reality.

### **Prominent Features of the College:**

- Different programs like B.A, B.Com, B.Sc. M.A, M.Com, M.Sc.,
- Provision of professional programmes like B.B.A., B.C.A., B.C.S., B.Sc. (Biotechnology), B.Sc. (Computer), B.Sc. (Electronics), B.Sc. (Microbiology)
- Provision of M.Com., B.Lib., M.Lib. and M.B.A. of YCMOU, Nashik.
- Career Oriented Courses.
- Provision of B.Voc. and Community College programmes in Foundry Technology and Graphic Design / Art by the UGC with 100% placement record.
- Well-equipped laboratories with computers and internet facilities.
- Full-fledged library with rare reference books, subscribed journals, newspaper and book-bank facility, internet access and study-room for students.
- Computerized language lab for Spoken English
- Hostel facility for girls.
- Earn and Learn Scheme.
- Gymnasium for boys and girls, facilities for indoor and outdoor games.
- Financial help to students through S. A. Fund.
- Guidance centre for Competitive examinations.
- Placement cell and campus interviews.
- Accredited Centre for CPT and PCC (C.A. Foundation)
- Safe Parking

# Code of Conduct

## A) Code of conduct for Student

1. It is mandatory for all the students to attend all lectures, practical's, tests, tutorials, seminars, examinations etc.
2. The student should take their work seriously and maintain at most discipline to keep up the dignity of institution.
3. The students shall give respect to all teachers and staff members.
4. If student is found indulging in any act of indifference, he/she may be terminated from college.
5. Scribbling on walls, desk or defacing the building is responsible and will attract punishment.
6. The use of unfair means by students at any examination will invite severe punitive and disciplinary action under rules and regulation now in force.
7. Every student should wear his/her ID with in college premises and ID card must be produced whenever asked for by any of the college authority.
8. The students should attain functions like Independence Day, Republic Day, college day etc. and lectures organized by college and respective departments.
9. Ragging is strictly prohibited. If student found indulging in the ragging will be expelled from the college.
10. The college enforces a dress code for all the students.
11. Use of mobile phone in college campus and classroom is strictly prohibited.
12. Student four wheelers are forbidden in college premises.
13. Visitors are not allowed to meet the students in the classrooms.
14. Students are not permitted to circulate any printed materials or pamphlets without the permission of the principal,
15. Students shall move from one classroom to another or get out of the classroom in an orderly manner.
16. During leisure hours students should go to the study room, library or internet browsing centre



## **B) Code of conduct for Teachers**

1. Teacher should obey the orders of the principal
2. Teacher should provide an innovative and quality education to students.
3. Interact with the students in classroom a friendly manner.
4. Principal has rights to use the services of the teachers in academic and non-academic activities.
5. Teacher should take permission from the principal for any type of leave application.
6. Teacher's academic performance is reviewed by the principle every year.
7. Follow the all rules and regulations of the institution.
8. Physical presence of the teacher is compulsory during the working hours of the college.
9. In case of emergence, the teacher has to take permission for early going or late going.
10. Except on health grounds, no teacher in permitted to absent from extra duties examination work, event management arranged by the college authorities.
11. Use of mobile phone in classroom is strictly prohibited

## **C) Code of conduct for non-teaching staff**

1. Report to duty at least 20 minutes in advance
2. Maintain honesty, integrity, fairness in all activities.
3. Exercise self-discipline and restrain at all times and deal positively with staff, students and the general public
4. Respect and maintain the hierarchy in the Administration.
5. Must not be absent from duty without official approval or permission of higher authority.
6. Avoid use of mobile phone during the working hours.



*R.R.*  
**Dr. R. R. Kumbhar**  
**PRINCIPAL**  
**Vivekanand College**  
**Kolhapur**