

"Dissemination of Education for Knowledge, Science and Culture."
- Shikshanmaharshi Dr. Babuji Salunkhe

SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHA'S

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

2130, 'E' Ward, Tarabai Park,
Tal. Karveer, Dist. Kolhapur - 416 003.
Affiliated to Shivaji University, Kolhapur (M.S.)

NAAC Reaccredited : "A" (CGPA - 3.24 in 3rd Cycle)
College with Potential Excellence by U.G.C., New Delhi
"Star College" by D.B.T. Govt. of India
ISO 9001 : 2015

Ph. : 0231-2658612 | Fax : 0231-2658840 | Resi.: 0231-2653962 | Website :www.vivekanandcollege.ac.in | E-mail :info@vivekanandcollege.org

Founder Dr. Babuji Salunkhe D. Lit.	President Hon. Chandrakant Dada Patil Higher and Technical Education Minister, Maharashtra	Chairman Prin. Abhaykumar Salunkhe M.A.	Secretary Prin. Mrs. Shubhangi Gawade M.Sc., B.Ed.	Principal Dr. R. R. Kumbhar M.Sc., M.Phil., Ph.D.
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Sr No	Particular	Page no
1	Institutional code of conduct	2-6
2	Code of conduct on college website	7-7
3	Code of conduct in college Prospectus	8-15

<https://www.vivekanandcollege.ac.in/uploads/iqac/code%20of%20conduct/code%20of%20conduct.pdf>

Institutional code of conduct

"Dissemination of Education for Knowledge, Science & Culture"

-Shikshanmaharshi Dr. Bapuji Salunkhe



VIVEKANAND COLLEGE,

KOLHAPUR

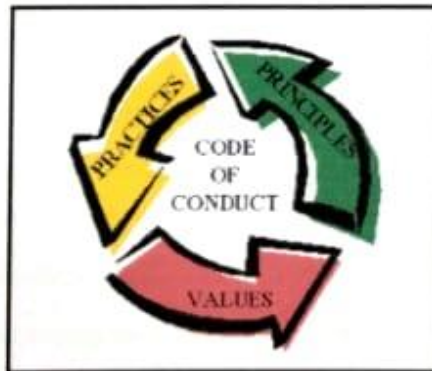
(EMPOWERED AUTONOMOUS)



(स्वायत्त) कोल्हापूर

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



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Founder

Dr. Babuji Salunkhe
D. Lit.

President

Hon. Chandrakant Dada Patil
Higher and Technical Education Minister, Maharashtra

Chairman

Prin. Abhaykumar Salunkhe
M.A.

Secretary

Prin. Mrs. Shubhangi Gawade
M.Sc., B.Ed.

Principal

Dr. R. R. Kumbhar
M.Sc., M.Phil., Ph.D.

Code of conduct on college website

<https://www.vivekanandcollege.ac.in/uploads/iqac/code%20of%20conduct/code%20of%20conduct.pdf>

Code of conduct included in Admission prospectus

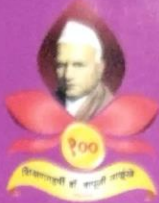

Nº 004403

"Education for Knowledge, Science and Culture"
-Shikshanmaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekanand Shikshan Sanstha's

Vivekanand College, Kolhapur
(Autonomous)

(AFFILIATED TO SHIVAJI UNIVERSITY, KOLHAPUR)




- Establishment in 1964
- 'College with Potential for Excellence' (CPE) status twice by UGC
- Ranked 58th in India Ranking 2017 by NIRF
- Autonomous Status from June 2018
- Reaccredited 'A' with 3.24 CGPA
- Star College Status by DBT, Govt. of India.

SENIOR COLLEGE

(Arts, Commerce, Science, UG, PG & Vocational UG)

PROSPECTUS
2019-20

College website: www.vivekanandcollege.org



INDEX

Sr. No.	Title	Page No.
1	About the college	1
2	Vision and Mission of the college	2
3	Admission Policy	3
4	Freeship and Scholarship	4
5	Discipline	7
6	Attendance	7
7	Rules of CBCS	8
8	Arts Faculty	9
9	Commerce Faculty	11
10	Science Faculty	13
11	Bachelor of Vocation Faculty	16
12	Community College Faculty	19
13	Other Courses	21
14	Fee Structure	22
15	UGC Regulation about Ragging	23
16	Students' welfare schemes	24
17	Prizes by the college	25
18	Students' welfare committees	26
19	University Approval Certificates	27

B) Parents of Student, teacher and non teaching staff (If they are guardian) would be valid to this facility :-

For Mother and Father

- 1) Accidental death - Total Rs.25,000/-
- 2) Death due to natural disaster (Flood, Earthquake) - Total Rs.25000/-
- 3) Permanently disabled due to accident - Total Rs.25,000/-
- 4) Natural Death - Total Rs.25,000/-

Note : Death by suicide and medical expenses are totally excluded from the welfare scheme and the concerned person is not valid for this scheme.

❖ Endowment Prizes by Vivekanand College

Sr.No.	Details	Prize	Amt.(Rs.)
1	For Best Student from the college (boy)	Prin. H.B.Patil - Prize selected by College Development Committee	Rs. 5,000/-
2	For Best Student from the college (girls)	Prin. H.B.Patil - Prize selected by College Development Committee	Rs. 5,000/-
3	B.A.I-First in the College	S.M. Or, Bapuji Salunkhe Cash Prizes through F.D. of Rs. 1,00,000/- by Prin. D.A. Patil	1000/-
4	B.A.II-First in the College		1000/-
5	B.A. III-First in the College		1000/-
6	B.Sc. II-First in the College		1000/-
7	B.Sc. III-First in the College		1000/-
8	B. Com.I- First in the College	S.M. Dr. Bapuji Salunkhe Cash Prize through F.D. of Sagar Chavan	1000/-
9	B. Com.II- First in the College	Smt. Manjulabai Chavan cash Prize through F.D. of Sagar Chavan	1000/-
10	B. Com.III-First in the College	Late Shri Vijay Charankar cash Prize through F D. of Smt. Prof,M.V.Charankar.	1000/-
11	B.Sc. I- First in the College	S.M. Dr. Bapuji Saiunkhe Cash Prize through F.D. of Prof.A.S.Kadam	1000/-
12	B.Sc. III- First in Chemistry	Dr. S.R. Patil Cash Prize	500/-
13	B.Sc. III- First in Physics	Late Prof. B. N. Patil cash prize	700/-
14	B.Sc. III -First in Botany	Late Prof. B. N. Patil cash prize	700/-
15	B.Sc.III-First in Computer Science	Late Shri Rahul Hatti memorial prize	700/-
16	B.Sc. III -First in Zoology	Smt. Ratnabai Chougule cash prize	500/-
17	The Best NCC Cadet	Late Shri V. N. Kakatkar cash prize	2500/-
18	The Best NSS Volunteer	Late Shri V. N. Kakatkar cash prize	2500/-
19	M.Sc. II First in Physics	Dr. R.S. Patil cash prize	1000/-
20	for Mertrion Students	Dr. Bapuji Salunkhe Merit Scholarship	



NSS for boys and girl

Proper guidance for students to promote co-curricular activities and competencies in sports, culture, fine arts etc.

Well-equipped gymnasium for boys as well as for girls.

Hostels for girls

IT courses

Computer training

Dress Designing and Modern Cookery Courses.

Establishment of 'Anti - Sexual Harassment Cell' as per the order of State Govt., U.G.C. and the Court.

C.P.T. and PCC (C.A. Foundation Course)

Career Oriented Courses sanctioned by UGC, New Delhi.

Alumni Association

Xerox facility against nominal charges.

Campus interview and Placement Cell

Canteen facility

Suggestion/Complaint Box

Health Centre

About Welfare Scheme

With reference to Shivaji University circular "Students Welfare /473' dated 30.04.2014 , Shivaji University, Kolhapur has started a new welfare scheme from the academic year 2013-14. ' Students , parents, teachers and administrative staff welfare scheme'. The details of the scheme are as under.

Information about the schemes fees :-

- 1) Student - per year Rs.25/-
- 2) Teacher - per year Rs. 100/-
- 3) Administrative Staff/Non teaching staff- per person Rs.50/- If the grade pay extends more than Rs. 6000/- fees will be Rs.100/- per person per year.

Nature of facility :-

A) For student , teacher and non-teaching staff

1.	Accidental death by vehicle	Total Rs.	1,00,000/-
2.	Death due to Natural disaster (Flood, Earthquake)	Total Rs.	1,00,000/-
3.	Permanently disabled due to accident	Total Rs.	1,00,000/-
4.	Permanently 50% disabled due to accident	Total Rs.	50,000/-
5.	Loss of two hands/legs/eyes	Total Rs.	50,000/-
6.	Natural Death	Total Rs.	1,00,000/-

**❖ CODE OF CONDUCT/DISCIPLINE:**

1. All the students must observe rules and regulations of the college.
2. The college uniform is compulsory. Students who come to the college in civil dress will be penalized.
3. Students shall not do anything inside or outside the college that will interfere with its orderly administration or affect its public image.
4. No outside influence, political or any other should be brought to the college directly or indirectly.
5. Wearing ID cards on the campus is compulsory. ID cards should be renewed every academic year from the Library.
6. Use of mobile phone in the classrooms is strictly prohibited.
7. Students four wheelers are not allowed in the college premises. Paid for two wheelers.
8. Ragging is an offense and shall be severely dealt with.
9. Students are expected to uphold academic integrity. They should not indulge in plagiarism, malpractice/cheating in exams, abuse of electronic resources and other dishonest activities.
10. If any student is found to have engaged in any unlawful activities inside or outside the campus, he/she will be dealt with in accordance with the rule of law in the state and the country, and such students will be suspended / dismissed from the college.
11. The college Canteen facility is available to the staff and students of the college. Students may eat only in the canteen. Littering on the college premises is a punishable offence.
12. Stringent action will be taken if students are found writing and drawing on walls and desks, damaging / defacing college or public property.
13. Misconduct with teaching and other supporting staff of the college will be strictly dealt with.
14. The Wi-Fi connectivity available in the college campus should only be used to access academic related materials and information from the internet.
15. Students committing Cyber Crimes (illegal activities on the internet) will face disciplinary action including suspension / dismissal from the college.
16. Possessing / watching pornographic materials / videos/ photos on mobile phones, Tablet Computers and other devices is strictly banned inside the campus.

Attendance:

- i) A minimum of 75% classroom attendance is compulsory, failing which their terms will not be granted and will not be allowed to appear for the semester examination.
- ii) The student who fails to maintain the minimum attendance on account of illness, involvement in extra-curricular activities approved by the College or any other reason which is deemed fit by the Principal should apply in writing to the Principal for leave of absence, prior or within two days from the date of commencement of such leave, failing which he/she will be treated as defaulter.

- iii) Income Certificate original (Copy of Tahasil Officer) (income above Rs. one lakh and upto Rs. Eight lakhs for N.T., S.B.C., O.B.C. and income above Rs. 2 lakh for S.T. and S. C. Students.)
- iv) Aadhar Card (One attested Xerox copy) which is linked with Bank Account Number
- v) Domicile Certificate

B) Govt. of India Scholarship :

1. The students applying for G.O.I scholarship should submit the scholarship form duly filled in along with the following documents.
 - i) The Caste Certificate (Two attested Xerox copies)
 - ii) Previous Exam. Mark-sheet (Two attested Xerox copies)
 - iii) Ration Card (Two attested Xerox copies)
 - iv) Income Certificate original (One attested Xerox copy) (Income below Rs. One lakh for NT. S.B.C. O.B.C. and income below Rs. Two lakhs for S.T. and S.C. students.)
 - v) Domicile Certificate
 - vi) Aadhar Card (One attested Xerox copy) which is linked with Bank Account Number
2. The students seeking concession in fees granted to economically backward class(E.B.C.)with annual income of less than Rs. 8 lakhs.
3. Students of the categories should furnish income certificate of their parents or guardians issued by the competent authority.
4. Students seeking B. C. Scholarship and Freeship should fill online forms and Submit hard copy of the same in the college office.
(Website: mahadbtmahait.in)
5. 'Minority students (Muslim/ Christian/ Sikh/ Baudh/ Parashi) seeking scholarship fill their online forms and submit hard copy of the same in the college office.
(Website: www.dhepune.govin/scholarship)

C) Other scholarships:

1. State Govt. Freeship for E.B.C. students.
2. Freeship for wards of Ex-Servicemen (defense) and Freedom Fighter.
3. Government scholarship for B. C. Students
4. Scholarship for physically handicapped students.
5. Freeship for wards of Primary and Secondary school teachers.
6. Talent Development Scholarship for the students of Science faculty.



6. All applications for admissions to any undergraduate or postgraduate degree course should be submitted by the date notified by the College. Late applications may not be accepted.
7. Admission of students into the Autonomous Degree Courses will be on the basis of the aggregate marks in the qualifying examination or its equivalent, for the undergraduate and for the postgraduate courses, Admissions for M.Sc. through CET unless specified otherwise.
8. All admissions, both of undergraduates and post-graduates, are valid only for one academic year subject to the satisfactory attendance and performance in internal assessment.
9. The students seeking admission should submit the following documents with the application form : i) School Leaving Certificate Original and Mark-Sheet of last examination passed along with two attested Xerox copies ii) Eligibility Certificate (Provisional/Final) in original from M.S.B.S. & H. S. E. Or Shivaji University, Kolhapur. (Only for students migrating from other states or Universities).
10. Students belonging to S.C./S.T./N.T./O.B.C./S.B.C./wards of Ex-servicemen and physically handicapped should submit two attested Xerox copies of their caste certificate and or the certificate which shall show the proof of the category. These students will be admitted as per the rule of Shivaji University, Kolhapur and Government of Maharashtra.
11. Students belonging to S.C./S.T./N.J./N.T./wards of Ex-servicemen/R'lic./M.T.C./F.F. and E.B.C. should submit the necessary documents at the time of admission for securing fee concession.
12. 4% admissions shall be reserved for sports and cultural excellence.
13. The Principal reserves the right of admission.
14. Change in subjects will not be allowed after 31st August.
15. A student will not be re-admitted to the College if he / she has:
 - Had three unsuccessful attempts at the same examination.
 - Been debarred twice within the first four semesters.
 - Serious complaints of indiscipline against him / her in that year

❖ FREESHIP & SCHOLARSHIP :

A) B.C. Freeship:

The students eligible for B. C. Freeship should submit the application in prescribed form upto 31st Aug. along with the following documents.

- i) The Caste Certificate (Two attested Xerox copies)
- ii) Previous Exam Mark-sheet (Two attested Xerox copies)

To motivate the teachers and students to attain community and social development through various activities.

To ensure access to and equity in higher educational opportunities to all deserving and meritorious students irrespective of caste –creed or financial and social marginality.

To impart quality education through co-curricular and extension activities along with continuous quality assessment.

To promote academic exchange and academia-industry interfacing.

To develop application-oriented courses, with the necessary inputs of values, with a view to produce all-round development of students.

ACADEMIC COORDINATION COMMITTEE

No.	Name & Designation	Department	Contact no.
1.	Dr. S. Y. Hongekar (Principal)	English	0231-2658612
2.	Dr. Mrs. S.M. Joshi	English	9421128497
3.	Dr. K. P. Shinde	Zoology	9881814835
4.	Dr. M.M. Karanjkar	Physics	9371637434
5.	Mr. S.S. Kale	Commerce	8149689235
6.	Mrs. R. Y. Patil	Computer Science	9823122121

❖ ADMISSION POLICY :

1. Admissions are given as per State Government and University rules.
2. Admission process for B.A., B.Com. and B.Sc. will be online. Along with necessary documents, online printout is must.
3. The eligibility rules framed by Shivaii University, Kolhapur are applicable for admission to Autonomous B.A., B.Sc. & B.Com. I & II year classes.
4. Students who have passed H.S.C. /XII std. examination of the M.S.B.C. and H.S.C., Pune are eligible for admission to the first year of the degree college (FY-BA./B.Com.B.Sc.) in the stream in which they passed the H.S.C. examination.(FY-BA./B.Com.B.Sc.)
5. Students who have passed H.S.C. (XII Std.) examination conducted by any other statutory Board in India are eligible for admission to F.Y.B.A. / B. Sc. / B.Com class provided they produce provisional eligibility certificate obtained from Shivaii University, Kolhapur. However final eligibility and migration certificates from previous Board attended should be submitted to the college before the end of the first term.