



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



SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHA'S VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

2130, "E" Ward, Tarabal 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 Resl.: 0231-2653962 Website :www.vivekanandcollege.ac.in E-mail :info@vivekanandcollege.org

Founder

Dr. Bapuji Salunkhe
D. Lit.

President

Hon. Chandrakant Dada Patil
Diploma 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.

5.1 Student Support

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Mechanism for Submission of online/offline students' grievances

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Dr. R. R. Kumbhar

PRINCIPAL
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

INTERNAL COMPLAINT COMMITTEE

Mechanism for submission of online/offline students' grievances

Complaints' Handling Process:

- Any aggrieved woman stakeholder may make a complaint of sexual harassment at her workplace, to the ICC in writing, within a period of 3 months from the date of the incident and in case of a series of incidents, within a period of 3 months from the date of last incident.
- The ICC may for reasons to be recorded in writing, extend the time limit for a further period of 3 months, if in the opinion of the ICC, circumstances existed which prevented the aggrieved woman stakeholder from filing her complaint.
- Where an aggrieved woman stakeholder is unable to make a complaint in writing, the Presiding Officer, or any Member of the ICC shall render all reasonable assistance to the woman stakeholder to make her complaint in writing.
- Where the aggrieved woman stakeholder is unable to make a complaint on account of her physical incapacity, a complaint may be filed by a relative or friend, or a co-worker, or an officer of the National Commission for Women or the State Women's Commission; or any person who has knowledge of the incident, with the written consent of the aggrieved woman stakeholder.
- Where the aggrieved woman stakeholder is unable to make a complaint on account of her mental incapacity, a complaint may be filed by a relative or friend, or a special educator, or a qualified psychiatrist or psychologist, or the guardian, or the authority under whose care she is receiving treatment or care, or any person who has knowledge of the incident, jointly with any of the above.
- Where the aggrieved woman stakeholder for any other reason is unable to make a complaint, a complaint may be filed by any person who has knowledge of the incident, with her written consent.
- Where the aggrieved woman stakeholder is dead, a complaint may be filed by any person who has knowledge of the incident, with the written consent of her legal heir.



ICC Policy:

- On receipt of a complaint from an aggrieved woman stakeholder (Complainant), the ICC shall intimate the date, time and place of the hearing of the complaint to the Complainant and the Respondent.
- At the time of filing the complaint, the Complainant shall submit to the ICC six copies of the complaint, along with supporting documents and names and addresses of witnesses, if any.
- On receipt of such complaint, the ICC shall provide one copy of such complaint to the Respondent within 7 working days of its receipt of the complaint (with the consent of the Complainant).
- If the Complainant fears victimization and does not want to disclose her identity, then on the request of the Complainant, the ICC Presiding Officer may frame charges in writing, based on the complaint letter received from the Complainant and send the same to the Respondent.
- The Respondent shall file his reply along with a list of documents, names, and addresses of witnesses, within 10 working days of receipt of the complaint.
- The ICC shall investigate a complaint in detail, using procedures in conformity with the principles of natural justice.
- The ICC shall provide reasonable opportunity to the Complainant and the Respondent to present and defend her/his case, respectively.
- The ICC shall have the right to summon as many times the Complainant, or the Respondent, or witnesses for the purpose of supplementary testimony or any clarification.
- The ICC shall have the right to terminate the enquiry or to give an ex-parte decision on a complaint, if the Respondent or Complainant fails to be present for 3 consecutive hearings, without sufficient cause. Such termination or ex-parte order may not be passed without giving a notice in writing 15 days in advance to the concerned party.
- A quorum of 3 members is required to be present for an IC proceeding to take place.
- Additionally, the ICC shall meet every quarter to ensure effective implementation of the Policy and to monitor effective/timely redressal of complaints, if any.
- Neither the Complainant nor the Respondent shall be allowed to bring any legal practitioner to represent them in their case at any stage of the proceedings before the IC.
- The IC must complete its investigation within a period of 90 days.




Additional Initiatives taken by VCK

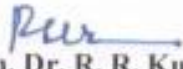
Additional programs are organised for women empowerment and to create healthy atmosphere in the campus such as Guest lectures by key authorities related to the issue of sexual harassment by lawyers, police officers, social workers etc.

A program was organised by ICC of our college to make students understand the Modus Operandi of 'Nirbhaya Squad'

Internal Complaint Committee (ICC)

Sr. No	Name of Member	Representation Category	Contact No
1	Dr. Urmila Khot	Presiding Officer	9552572013
2	Ms. Varsha Pawar	Faculty Member	9823717300
3	Dr. Kavita Tiwade	Faculty Member	9049507535
4	Dr. Neeta Patil	Librarian	9595911284
5	Mr Satish Upalavikar	Faculty Member	9890027651
6	Mr..Dhanvde S.K.	Office Superintendent	9588641743
7	Ms. Tanuja Shipurkar	NGO Member	7370323032
8	Ms. Pooja Patil	Student Representative (PG)	9075058033
9	Ms. Rutika Kamble	Student Representative (UG)	9273053052


Dr. Urmila Khot
Presiding Officer


Prin. Dr. R. R. Kumbhar
Principal
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

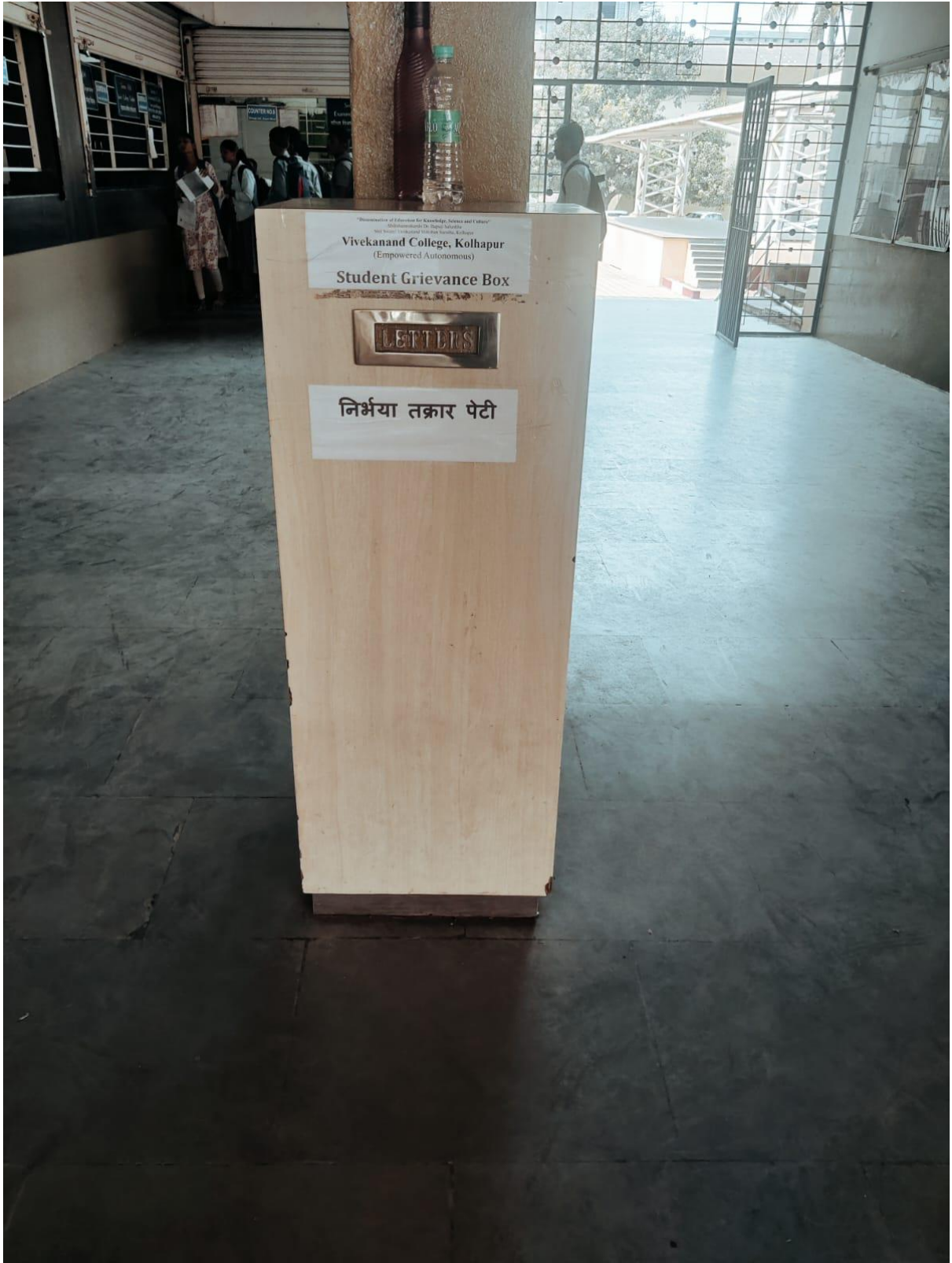




Internal Complaint Committee Members Board



Nirbhaya Grievance Box



Nirbhaya Complaint Box



Checking of Nirbhaya Complaint Box



“Education for Knowledge, Science and Culture.”
– Shikshanmaharshi Dr. Bapuji Salunkhe
Shri. Swami Vivekanand Shikshan Sanstha's
VIVEKANAND COLLEGE, KOLHAPUR
(AUTONOMOUS)



2130 E, Tarabai Park, Tal. Karveer, Dist. Kolhapur 416 003
UGC Recognition Under 2 F & 12(B) UGC Act 1956
Affiliated to Shivaji University, Kolhapur (M.S.)
Ph.: 0231-2658612,2658840,Resi.: 0231-2653962 Fax:0231-2658840
Website : www.vivekanandcollege.org E-mail : info@vivekanandcollege.org

Anti-Ragging Committee

Vivekanand College and its residence facilities have zero tolerance for ragging and proud to state that they are ragging free. Students are informed to follow the act and ensure a ragging free campus.

To ensure compliance as per the UGC Regulations on Curbing the menace of ragging in higher educational institutions 2009 and Maharashtra Prohibition of Ragging Act-1999, the Anti-ragging Committee is nominated and headed by the Head of the College.

The committee will ensure compliance with the provisions of the Anti-ragging regulations; monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the College.

Anti-Ragging Policy

As per the University Grants Commission's (UGC), guidelines notified vide no.F.1-16/2009 (CPP-II) dated 21-10-2009 on 'Curbing the Menace of Ragging in Higher Educational Institutions', 2009 (Under Section 26(1) (g) of the University Grants Commission Act, 1956) and Maharashtra Prohibition of Ragging Act-1999 are strictly implemented at Vivekanand College.

According to the Hon'ble Supreme Court of India Ragging constitutes one or more of any of the following acts which may cause or is likely to cause physical or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student:

- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student
- b. Indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or

- psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
 - d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher
 - e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
 - f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students
 - g. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
 - h. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
 - i. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

Measures to prevent ragging

- a. Students and parents are encouraged to submit anti-ragging related undertakings issued and downloaded from https://www.antiragging.in/Site/Affidavits_registration_form.aspx to the college at the time of admission.
- b. Awareness programs are conducted and Anti ragging act is read out in the class during the induction and orientation programs for fresher and senior students.

- c. Anti-Ragging regulations are displayed in the prominent places in the campus and hostels and on the Institute's website.
- d. Anti-Ragging Committee is constituted to ensure compliance with the provisions of the Regulations as well as the provisions of any law for the time being in force concerning ragging; It will also to nominate, monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the college.
- e. Anti-Ragging Squad will be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
- f. Anti-Ragging Squad is empowered to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the college or any concerned complainant and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action.

Punishments

Depending upon the nature and gravity of the offence as established, the possible punishments as per UGC Section 9 and Maharashtra Prohibition of Ragging Act-1999 for those found guilty of ragging at the college level, shall be any one or any combination of the following:

1. File a complaint with the Police Authority
2. Suspension from college / hostels
3. Withholding/withdrawing scholarship/fellowship and other benefits.
4. Debarring from appearing in any test/examination/placement or other evaluation process.
5. Withholding results / Debarring from representing the college in any regional, national or international meet, tournament, youth festival, etc.
6. Expulsion from the college and consequent debarring from admission to any other institution.

Students are encouraged to report any ragging act witnessed or experienced by them to any faculty member/ anti-ragging committee or squad/ Student's grievance redressal committee/any staff member with

whom the student may feel comfortable. The College will ensure confidentiality of such a disclosure by the student.

National Anti-Ragging Help Line (UGC Crisis Hotline)

24x7 Toll Free Number* 1800-180-5522

(helpline@antiragging.in)

College Anti-Ragging Help Line

(0231) 2658612

(antiragging@vivekanandcollege.ac.in)

R.R.
Dr. R. R. Kumbhar
PRINCIPAL
Vivekanand College
Kolhapure

Vivekanand College, Kolhapur

Ragging Complaint Form

abhijeetshinde64@gmail.com [Switch account](#)

The name, email, and photo associated with your Google account will be recorded when you upload files and submit this form

* Indicates required question

Email *

Record abhijeetshinde64@gmail.com as the email to be included with my response

1. Name of Student

Your answer _____

2. Faculty

Choose ▼

Year of Studying

Choose ▼

Subject, If student is studying in the last year of UG program or in the PG program

Your answer _____

Contact Number

Your answer _____

Write details about ragging Complaint on plain paper and attach written complaint here (Attach only pdf file) *

[Add file](#)

A copy of your responses will be emailed to abhijeetshinde64@gmail.com.

[Submit](#)

[Clear form](#)

Never submit passwords through Google Forms.

This form was created inside of Vivekanand College, Kolhapur (Autonomous). [Report Abuse](#)

Google Forms

Anti-Ragging Awareness boards in college campus



SAY NO TO RAGGING

ANTI-RAGGING COMMITTEE

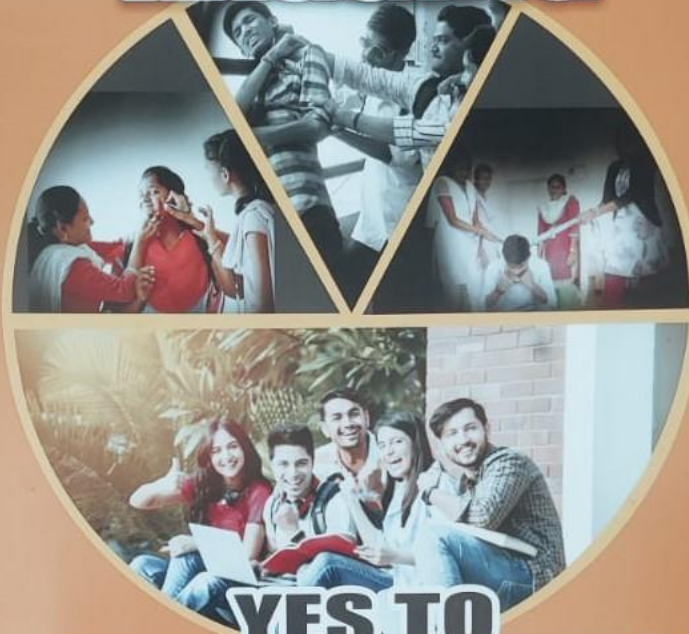
Sr. No.	Name of Faculty	Designation	Contact Number
1.	Dr. R. R. Kumbhar	Chairman	9822664082
2.	Dr. Sanjay S. Ankushrao	Faculty representative member	9096070345
3.	Mr. H. V. Chame	Faculty representative member	9021201936
4.	Dr. Sumayya I. Inamdar	Faculty representative member	9923275507
5.	Mr. Pravin R. Bagade	Faculty representative member	9890063936
6.	Dr. Mrs. U. S. Khot	Faculty representative member	9552572013
7.	Mr. Mangesh V. Khole	Faculty representative member	9370814090
8.	Mr. Sagar S. Kamble	Non-teaching representative member	9822581450
9.	Mrs. Manisha P. Patil	Parent representative member	9834997785
10.	Miss. Siddhi B. Mane	Senior Student representative member	7058319999
11.	Mr. Omkar S. Misal	Fresher Student representative member	0459767040



SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHA'S
**VIVEKANAND COLLEGE,
KOLHAPUR (AUTONOMOUS)**
Antiragging Complaint Mail: antiragging@vivekanandcollege.ac.in

College Antiragging
Helpline Number
0231 - 2658612

SAY NO TO RAGGING



YES TO JOYFULL CAMPUS

What is Ragging?

Any Act Resulting in:

- Mental / physical / sexual Abuse
- Verbal abuse
- Indecent behavior
- Criminal intimidation / wrongful restraint
- Undermining human dignity
- Financial exploitation / extortion
- Use of force



A STUDENT INDULGING IN RAGGING CAN BE:

- Cancellation of admission.
- Suspension from attending classes.
- Withholding / withdrawing scholarship / fellowship and other benefits
- Debarring from appearing in any text / examination or other evaluation process.
- Withholding results.
- Debarring from representing the institution in any regional, national or international meet, tournament or youth festival etc.
- Collective punishment: When the persons 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 potential ragger.



SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHA'S
**VIVEKANAND COLLEGE,
KOLHAPUR (AUTONOMOUS)**

Antiragging Complaint Mail: antragging@vivekanandcollege.ac.in

College Antiragging
Helpline Number
0231 - 2658612

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Mechanism for submission of online/offline students' grievances

Procedure for submitting grievance: The institute has adopted following procedures for submitting grievances from students and staff:

- a) **Open Door:** General invitations to students/staff informally drop in the Concerned Officer's room and talk informally over their grievance. They may even present the grievance through the official contact numbers of the concerned officer(s).
- b) **Drop Boxes:** Students/staff can drop their complaints in the drop box available in the blocks, where all the departments are organized.
- c) **Opinion Surveys:** Through mentor and other feedback schemes, the opinion surveys may be conducted for better understanding.
- d) **E-mails:** Through separate e-mails to HoDs, Deans, Registrar or to an email created for grievances purpose --redressalVCK2020

Constitution of the Grievance Redressal Committee: Vivekanand College, Kolhapur (Autonomous) constitutes the Central Grievance Redressal Committee. However the cell seeks, if necessary, relevant information from the Head of the concerned departments

Central Grievance Redressal Committee (CGRC)

1. Grievance not resolved by counseling, the matter shall be referred to the Central Grievance Redressal Committee (CGRC) to be constituted by the Head of the Institution, with the following composition, namely:



Sr. No	Name of the Faculty	Name of the Department	Position
1	Dr R. R.Kumbhar	Principal	Chairperson
2	Dr Ganesh Navathe	CoE	Convener
3	Dr Chandrakant Kamble	Department of Physics	Member Secretary
4	Dr Sunita Shirke	Department of Chemistry	Member
5	Dr Prabhavati Patil	Department of English	Member
6.	Mr. C.B. Dodmani	Registrar	Member
7.	Mr.R.G. Chougule	Non teaching staff	Member
	Jabiulla Abubakar Mulla	Student Representative-PG (M.Sc I)	Member, Special Invitee
7	Ms. Aditi Kamat	Student Representative-UG(B.Com I B	Member, Special Invitee

2. The term of the members of the committee shall be of two years.
3. The quorum for the meetings of the CGRC, including the Chairperson, shall be three.
4. Before considering the grievances, the CGRC shall follow principles of natural justice.
5. The CGRC shall send its report with recommendations, if any, to the head of the institution along with a copy, thereof, to the aggrieved student, within a period of fifteen workings days from the date of receipt of the grievance.

Mechanism for Redressal of Grievances of Students and Staff:

- Suggestion/Complaints box is made available in the different places/wings
- Once/Twice a week at least the letters dropped in these boxes are collected and forward to the Grievance Redressal Committee.
- This committee classifies the Grievance submitted into
 - Academic
 - Non-Academic
 - Related to the Assessment
 - Related to the Attendance
 - Related to the conduct of Examinations
 - Related to canteen facility
 - Related to Hostel facility
 - Related to transportation facility and
 - Harassment by other student or staff.



- If the grievance is redressed by counseling made by the concerned committee, it is passed to the Central Grievance Redressal Committee.
- An aggrieved person presents his/her grievance verbally or in writing.
- Grievance Redressal Committee collects the necessary documentation based on the type of Grievance and thoroughly discussed to implement redressing mechanism.
- Grievance Redressal Committee decides the action to be taken for the redressal.
- The concerned committee is required to furnish the answer within one week of the presentation of grievance.
- If the person is not satisfied with the answer given by counseling committee, he/she can approach the Central Grievance Redressal Committee (CGRC) the committee shall give their decision within fifteen days of the presentation of the complaint(s).

Note:

- The decision of the Central Grievance Redressal Committee (CGRC), in such matters is final and there shall be no further appeal in the matter.
- The committee will recommend appropriate action against complainant(s), if complaints made are found to be baseless or trivial.
- Board of Management (BOM) of the Institution may revise the procedure from time to time.



P. S. ...
 PRINCIPAL
 VIVEKANAND COLLEGE
 KOLHAPUR (AUTONOMOUS)

Shri Swami Vivekanand Shikshan Sanstha's
Vivekanand College, Kolhapur (Empowered Autonomous)

Grievance Redressal Form

Grievant's Information

Grievant's Name : Mobile : _____

Fathers/Guardian's Name: Mobile: _____

Residential Address : _____

Class : Div : Roll No _____

Email ID: _____

Permanent Address : _____

Nature of Grievance: Academic /Administrative /other _

Grievance Details :

The information that I am submitting here is factual

Signature of student :

Note : Fill all the details in the form, send it to mail address- redressalVCK2020 .Attach the necessary document sand submit the hard copy to college office

मा. प्राचार्य सर
विवेकानंद कॉलेज, कोल्हापूर
दि. ३ जानेवारी २०२५

विषय - Traditional Day आयोजित करण्याबाबत

मा. प्राचार्य सर

आम्ही तुमच्याच कॉलेजचे विद्यार्थी असून, आता
आमच्या परिक्षा सत्राच्या असून आम्ही असे वाटते
की तुम्ही Traditional Day सारखे प्रोग्राम आयोजित
करावेत त्यामुळे आम्हाला जण थोडा विरगुळा मिळेल
आणि आमच्या नवीन आठवणी तयार होतील.
आम्हाला अस वाटत की ह्या गोष्टी वरती तुम्ही
विचार करावा आणि मुलांच्या समाधानासाठी हा फर
कार्यक्रम आयोजित करावा हीच विनंती

आपले विद्यार्थी नक्कीच आनंदी होतील ह्यामुळे.



मा. प्राचार्य सर
विवेकानंद कॉलेज, कोल्हापूर
दि. ३१ जानेवारी २०२४

विषय - Traditional Day आयोजित करण्याबाबत

मा. प्राचार्य सर

आम्ही तुमच्याच कॉलेजचे विद्यार्थी असून, आता
आमच्या परिक्षा झाल्या असून आम्ही असे वाटते
की तुम्ही Traditional Day सारखे प्रोग्राम आयोजित
करावेत त्यामुळे आम्हाला पण थोडा विरगुळा मिळेल
आणि आमच्या जवीन आठवणी तयार होतील.
आम्हाला अस वाटत की ह्या गोष्टी बरती तुम्ही
विचार करावा आणि मुलाच्या समाधानासाठी हा फर
कार्यक्रम आयोजित करावा हीच विनंती

आपले विद्यार्थी नक्कीच आनंदी होतील ह्यामुळे.



मा. प्राचार्य सर
विवेकानंद कॉलेज, कोल्हापूर
दि.

विषय - विद्यार्थ्यांना Wi-Fi Connectivity मिळणे बाबत.

मा. प्राचार्य सर,

आम्ही तुमच्याच कॉलेजचे विद्यार्थी असून
कॉलेज मध्ये ऑनलाईन लेक्चर करण्यासाठी इंटरनेट
चा प्रॉब्लेम येतो. तर कॉलेज मध्ये सर्व विद्यार्थ्यांना
Wi-Fi Connectivity मिळावी आशी नम्र विनंती.

आम्हाला अस वाटत की ह्या गोष्टी वरती
तुम्ही विचार करावा आशी विनंती करतो.

आपला विश्वासू
आदित्य नंदकुमार चिले

BSC III (2018-19)



मा. प्राचार्य सर
विवेकानंद कॉलेज, कोल्हापूर
छि.

विषय :. List ची सुविधा मुलांसाठी पण उपलब्ध
करण्याबाबत

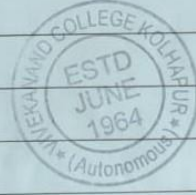
मा. प्राचार्य सर

आम्ही तुमच्याच कॉलेजचे विद्यार्थी असून
आम्हाला लिफ्ट वापरण्याची परवानगी नाहीय, हीच
सुविधा मुलांसाठी उपलब्ध आहे, तरी लिफ्ट मुलां-
साठी पण उपलब्ध असावी, किमान करील मजल्यां
वरील मुलांसाठी असावी ही नम्र विनंती

आपला विश्वासू

सुशांत सुतार

B.Sc. II Physics



Shri Swami Vivekanand Shikshan Sanstha's
Vivekanand College, Kolhapur (Empowered Autonomous)

Grievance Redressal Form

Grievant's Information

Grievant's Name : Sonar Prachi Shivaji Mobile : 9604022954

Fathers/Guardian's Name : Shivaji A Sonar Mobile : _____

Residential Address : _____

Class : B. Com. I Div : _____ Roll No 5908

Email ID : sonarprachi186@gmail.com

Permanent Address : _____

Nature of Grievance: Academic /Administrative /other _

Administrative

Grievance Details :

Ladies room should be
more clean. One ladies staff
should be present in ladies
room.

The information that I am submitting here is factual

Signature of student :

Prachi



Note : Fill all the details in the form, send it to mail address- redressalVCK2020 .Attach the necessary document sand submit the hard copy to college office



