

Metric 7.1.9 - Institution has a prescribed Code of Conduct for students, teachers, administrators and other staff, and conducts periodic programmes to appraise adherence to the Code through the following ways

1. Code of Conduct is displayed on the institution's website
2. Students and teachers are oriented about the Code of Conduct
3. There is a committee to monitor adherence to the Code of Conduct
4. Professional ethics programmes for students, teachers, administrators and other staff are organized periodically

Clarification Asked-

HEI has not provided any supporting documents.

Response-

1. Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University is attached. (Appendix-I)
2. Web-Link to the Code of Conduct displayed on the institution's website is given.

Link:- <https://sheeladevibed.org/coc>

3. Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct i.e. induction program of student and teachers attaches. (Appendix-II)
4. Details of the Monitoring Committee, Professional ethics programmes i.e. Student Grievance, Anti Sexual Harassment and Anti Ragging are attached. (Appendix-III)

# Appendix-I



SHEELA MULTIPURPOSE SOCIETY

**SHEELADEVI COLLEGE OF EDUCATION (B.Ed.)**

Recognised by: NCTE New Delhi, Government of Maharashtra & Affiliated to RTM Nagpur University, Nagpur.

WADI (DATTAWADI), NAGPUR-440023

E-mail : sheeladevbedcollege@yahoo.com, sheeladevbedcollege@gmail.com

Coll.Ph.: 07104-222175

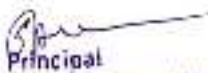
Coll. Code : 254

**SHEELA MULTIPURPOSE SOCIETY**  
**SHEELADEVI COLLEGE OF EDUCATION, WADI, NAGPUR**  
**CODE OF CONDUCT**

**CODE OF CONDUCT FOR STUDENTS**

- Students must keep the campus neat and clean and not throw waste in the campus except in the waste baskets kept.
- Students are expected to preserve silence and dignity in the academic buildings.
- Students must compulsorily be present for all the assembly /project and presentations etc.
- Any form of ragging and harassment of the fellow students in the campus is strictly prohibited and refrained. If found guilty he/she will be liable for criminal offence as per law, following the directives of Honorable Supreme Court of India.
- Students are expected to strictly follow the 6-day work schedule Monday to Saturday. Students must attend classes regularly in order to reach the desirable standards of academic attainment.
- Students must maintain the highest standards of discipline and decent behavior inside the campus as well as outside. They shall strictly follow the rules and regulations of the college to maintain the dignity and esteem of the college.
- Students must refrain from doing any damage to the institute property.
- Students use behave languages in classroom.
- Students have obedient with Teachers and Principal.
- Students have be on time at the beginning of the day and after lunch and breaks.
- Students have come prepared with stationery, workbooks and completed homework.
- Students have keep your hands and feet to yourself.
- Students have be respectful of classmates, teachers, belongings.
- Students have instructed them to raise their hands if they want to speak.
- Students have come to the college with professional neatly clothes.
- Students have rights to ask questions and encourage them to do the same.
- Students have must coordinate with senior and junior also.



  
Principal  
Sheeladevi College of Education,  
Wadi, Nagpur-440023.



  
President  
Sheela Multipurpose Society  
Wadi, Nagpur-23



SHEELA MULTIPURPOSE SOCIETY

# SHEELADEVI COLLEGE OF EDUCATION (B.Ed.)

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WADI (DATTAWADI), NAGPUR-440023

E-mail : sheeladeviedcollege@yahoo.com, sheeladeviedcollege@gmail.com

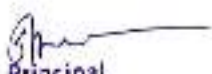
Coll.Ph.: 07104-222175

Coll. Code : 254

## CODE OF CONDUCT FOR TEACHERS

- Teachers should carry out academic, co-curricular and organizational activities that may be assigned to them from time to time.
- Teachers should be a counselor and initiator. They should help, guide, inspire and promote the students to confirm that the Teaching-Learning Process is effective and positive.
- Teachers should maintain dignity both inside and outside the classroom and set a good example to the students.
- Teachers should sign the attendance register while reporting for duty.
- Teachers are expected to be present in the college campus 10 minutes before the College beginning time.
- Teachers must report in time to duty as per the working hours prescribed and should be available in the campus unless and otherwise, they are assigned duties elsewhere.
- Teachers should complete the syllabus in time. Teachers shall produce good results in the subject taught.
- Teachers should attend Faculty Development Programs to update their knowledge.
- Teachers should remain in the campus till the end of the College hours.



  
Principal  
Sheela Devi College of Education  
Wadi, Nagpur-440023.



  
President  
Sheela Multipurpose Society  
Wadi, Nagpur-440023





SHEELA MULTIPURPOSE SOCIETY  
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WADI (DATTAWADI), NAGPUR-440023

E-mail : sheeladevbedcollege@yahoo.com. sheeladevbedcollege@gmail.com

Coll.Ph.: 07104-222175

Coll. Code : 254

### CODE OF CONDUCT FOR NON-TEACHING STAFF

- ❖ Non-teaching staff should accord just and unbiased treatment to all students irrespective of religion, community, caste, creed, sex, economic and social status.
- ❖ Non-teaching staff should take full efforts to meet required standards in completing assigned duties.
- ❖ Non-teaching staff should maintain good relationship and proper interaction with the students.
- ❖ Non-teaching staff should not use their position in the institute for any misconduct, either with the students or with any faculty member.
- ❖ Non-teaching staff should co-operate with the teaching staff, their colleagues, providing support, help and assistance as required and facilitate effective communication throughout the college.
- ❖ Non-teaching staff should exhibit the uppermost values of professional conduct that is required in an educational establishment.



  
Principal

Sheeladevi College of Education  
Wadi, Nagpur-440023.



  
President  
Sheela Multipurpose Society  
Wadi, Nagpur-23

# Appendix-II

# **Appendix-III**



SHEELA MULTIPURPOSE SOCIETY

# SHEELADEVI COLLEGE OF EDUCATION (B.Ed.)

Recognised by: NCTE New Delhi, Government of Maharashtra & Affiliated to RTM Nagpur University, Nagpur.

WADI (DATTAWADI), NAGPUR-440023

E-mail : sheeladevicollege@yahoo.com, sheeladevbedcollege@gmail.com

Coll.Ph.: 07104-222175

Coll. Code : 254

Ref: B.Ed/971-A

Date: 06.06.2022

## Office Order

As per the requirement of Affiliating University norms **SHEELADEVI COLLEGE OF EDUCATION WADI, NAGPUR** constituted the Internal Complaint/ Women's Grievance Redresser/ Women Development Committee/ Anti Sexual Harassment Committee.

Sr. No.	Name	Designation	Status
1.	Dr. Suresha Sharma	Principal	Chairman
2.		Non - Government Organization Representative	Asst. Professor
3.	Dr. Leena Taywade	Asst. Prof.	Member
4.	Shravan Gakare	Parent's Representative	Member
5.	Ku.Nisha Maske	Girl Student	Student Member
6.	Ku. Shital Gakare	Girl Student	Student Member
7.	Chayya Ganvir	Non-Teaching Staff Representative	Member

All concerned are requested to take note of above and approach the chairman/ any of member(s) of the committee about the evidence, if any, in writing.

PRINCIPAL

*Bajir*  
Principal



Sheeladevi College of Education,  
Wadi, Nagpur-440023.





SHEELA MULTIPURPOSE SOCIETY

# SHEELADEVI COLLEGE OF EDUCATION (B.Ed.)

WADI (DATTAWADI), NAGPUR-440 023

E-mail : sheeladevibedcollege@yahoo.com

sheeladevibedcollege@gmail.com

Coll. Ph. : 07104-222175

Coll. Code : 363

Ref: B.Ed / 973-B

Date: 07/06/2022

## NOTICE

The meeting of Anti Ragging Committee is scheduled on Monday 10/04/2023 At 1.00 PM in Principal Cabin.

### **Agenda of the meeting**

1. Introduction of committee.
2. Discussion regarding Prohibition of Ragging in the campus.
3. Issue with the permission of the Chairman.

You are requested to make it convenient to attend the meeting.

PRINCIPAL



*Prin*  
Principal

Sheela Devi College of Education  
Wadi, Nagpur-440023

## Minutes of Meeting

**Agenda 1.** Introduction of committee.

**Resolution :**

All members had given their self-Introduction, Dr. Surekha Sharma given overview about roles and responsibilities of the committee.

**Agenda 2.** Discussion regarding Prohibition of Ragging.

**Resolution :**

Committee discussed regarding various aspects of ragging and its prohibition in campus or outside the campus. It has been brought to the notice of committee that if any case/ problem found/reported to member of committee, it should be brought to the notice of undersigned immediately without any delay.

All are requested to make note of the same and advised to come with suggestions in next meeting.

**Agenda 3.** Issue with the permission of the Chair.

**Resolution :**

1) Dr. Leena Taywade highlighted need of displaying anti-ragging committee on board in the College. Through discussion was made and it is resolves to display board of Anti-Ragging Committee in the Institute College.

As there were no issues to discuss, meeting concluded with vote of thanks to all.



PRINCIPAL

*Sheela Devi*  
Principal

Sheela Devi College of Education  
Wadi, Nagpur-440023.

## Attendance

Sr. No	Name	Sign
1	Dr. Surekha Sharma	<i>SSM</i>
2	Prof. Jyotsna Timande	<i>JT</i>
3	Asst. Prof. Nilima Rindhe	<i>N</i>
4	Asst. Prof. Dr. Leena Taywade	<i>L Taywade</i>
5	Asst. Prof. Dr. Anant RaviDarshan Joshi	<i>Anant</i>
6	Asst. Prof. Manisha Pangule	<i>M. Spangule</i>
7	Asst. Prof. Sujata Kalbande	
8	Asst. Prof. Sulekha Yeole	



PRINCIPAL

*SSM*

Principal

Sheela Devi College of Education  
Wadi, Nagpur-440023.

Action Taken Report of Meeting Held on Tuesday 19/06/2022

Sr. No	Resolution in the Meeting	Action Taken for Implementation & Outcomes
		NIL



PRINCIPAL

*[Signature]*

Principal

Shri. Late. Dr. J. K. Wadgaonkar College of Education

Wadi, Nagpur-441025.



SHEELA MULTIPURPOSE SOCIETY  
**SHEELADEVI COLLEGE OF EDUCATION (B.Ed.)**

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WADI (DATTAWADI), NAGPUR-440023

E-mail : sheeladeviedcollege@yahoo.com, sheeladeviedcollege@gmail.com

Coll.Ph.: 07104-222175

Coll. Code : 254

Ref: B.Ed/974-A

Date: 06.07.2022

### Office Order

As per the requirement of Affiliating University norms SHEELADEVI COLLEGE OF EDUCATION WADI, NAGPUR constituted the Internal Complaint/ Women's Grievance Redressor/ Women Development Committee/ Anti Sexual Harassment Committee.

Sr. No.	Name	Designation	Status
1.	Dr. Surekha Sharma	Principal	Chairman
2.		Non - Government Organization Representative	Aast. Professor
3.	Dr. Leena Taywade	Aast. Prof.	Member
4.	Shravan Gakare	Parent's Representative	Member
5.	Ku. Nisha Maske	Girl Student	Student Member
6.	Ku. Shital Gakare	Girl Student	Student Member
7.	Chayya Ganvir	Non-Teaching Staff Representative	Member

All concerned are requested to take note of above and approach the chairman/ any of member(s) of the committee about the evidence, if any, in writing.



PRINCIPAL  
*Bojja*  
Principal

Sheeladevi College of Education,  
Wadi, Nagpur-440023.





SHEELA MULTIPURPOSE SOCIETY  
**SHEELADEVI COLLEGE OF EDUCATION (B.Ed.)**

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WADI (DATTAWADI), NAGPUR-440023

Email: sheeladevicollege@yahoo.com, sheeladevicollege@gmail.com

Sl. Ph.: 07104-222175

Cell. Code : 254

Ref: B.Ed / 974-B

Date: 08/07/2022

**NOTICE**

The meeting of Anti Ragging Committee is scheduled on Monday 14/07/2022 At 1.00 PM In Principal Cabin.

**Agenda of the meeting**

1. Introduction of committee.
2. Discussion regarding Prohibition of Ragging in the campus.
3. Issue with the permission of the Chairman.

You are requested to make it convenient to attend the meeting.



PRINCIPAL

*(Signature)*

Principal

Sheeladevi College of Education  
Wadi, Nagpur-440023.

## Minutes of Meeting

Agenda 1. Introduction of committee.

Resolution :

All members had given their self-Introduction, Dr. Surekha Shanna given overview about roles and responsibilities of the committee.

Agenda 2. Discussion regarding Prohibition of Ragging.

Resolution :

Committee discussed regarding various aspects of ragging and its prohibition in campus or outside the campus. It has been brought in the notice of committee that if any case/ problem found/ reported to member of committee, it should be brought in the notice of undersigned immediately without any delay.

All are requested to make note of the same and advised to come with suggestions in next meeting.

Agenda 3. Issue with the permission of the Chair.

Resolution :

1) Dr. Lokesh Jaywade highlighted need of displaying anti-ragging committee on board in the College. Through discussion was made and it is resolved to display board of Anti-Ragging Committee in the institute College.

As there were no issues to discuss, meeting concluded with vote of thanks to all.



  
Principal  
Sardar College of Education  
Wadi, Nagpur-431023.

### Attendance

Sr. No	Name	Sign
1	Dr. Surekha Sharma	<i>[Signature]</i>
2	Prof. Jyotsna Timande	<i>[Signature]</i>
3	Asst. Prof. Nilima Rindhe	<i>[Signature]</i>
4	Asst. Prof. Dr. Leena Taywade	
5	Asst. Prof. Dr. Arant KaviDarshan Joshi	<i>[Signature]</i>
6	Asst. Prof. Manisha Pangule	
7	Asst. Prof. Sujana Kalbunde	
8	Asst. Prof. Sulekha Yoole	



PRINCIPAL

*[Signature]*

Principal

Sheoladevi College of Education  
Wadi, Nagpur-440023.

Action Taken Report of Meeting Held on Tuesday 19/07/2022

Sr. No	Resolution in the Meeting	Action Taken for Implementation & Outcomes
NIL		



PRINCIPAL

*B. S. S.*

Principal

Sheeladevi College of Education

Wadi, Nagpur-440023.



SHEELA MULTIPURPOSE SOCIETY  
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WADI (DATTAWADI), NAGPUR-440023

E-mail: sheeladevicollege@yahoo.com, sheeladevicollege@gmail.com

Coll.Ph.: 07104-222175

Coll. Code : 254

Ref: B.Ed/975-A

Date: 03.04.2023

**Office Order**

As per the Notification received from Affiliating University SHEELADEVI COLLEGE OF EDUCATION WADI, NAGPUR. The Level Standing Committee is constituted to Prohibit, Prevent and Eliminate the scourge of ragging in the Campus.

Sr.No	Name	Designation	Status
1.	Dr. Surekha Sharma	Principal	Member
2.	Jyotsna Timande	Asst. Prof. Education Dept.	Member
3.	Nilima Rindhe	Asst. Prof.	
4.	Dr. Leena Taywade	Asst. Prof.	Member
5.	Asst. Prof. Dr. Anant RaviDarshan Joshi	Parent's Representative	Member
6.	Asst. Prof. Manisha Pangule	Girl Student	Member
7.	Ku. Awantika Wankhede	Non-Teaching Staff	Member
8.	Chayya Ganvir	Non-Teaching Staff	Member



PRINCIPAL

*Chayya*  
Principal

Sheeladevi College of Education,  
Wadi, Nagpur-440023.





SHEELA MULTIPURPOSE SOCIETY  
**SHEELADEVI COLLEGE OF EDUCATION (B.Ed.)**

Recognised by: NCTE New Delhi, Government of Maharashtra & Affiliated to RTM Nagpur University, Nagpur  
WADI (DATTAWADI), NAGPUR-440023  
E-mail : sheeladevicollege@yahoo.com sheelaacivilcollege@gmail.com

Call.Ph.: 07104-222175

Coll. Code : 254

Ref: B.Ed / 975-8

Date: 06/04/2023

**NOTICE**

The meeting of Anti Ragging Committee is scheduled on Monday 10/04/2023 At 1.00 PM in Principal Cabin.

**Agenda of the meeting**

1. Introduction of committee.
2. Discussion regarding Prohibition of Ragging in the campus.
3. Issue with the permission of the Chairman.

You are requested to make it convenient to attend the meeting.



PRINCIPAL  
*[Signature]*  
Principal  
Sheela Devi College of Education  
Wadi, Nagpur-440023.

## Minutes of Meeting

**Agenda 1.** Introduction of Committee.

**Resolution :**

All members had given their self-introduction, Dr. Surekha Sharma given overview about roles and responsibilities of the committee.

**Agenda 2.** Discussion regarding Prohibition of Ragging.

**Resolution :**

Committee discussed regarding various aspects of ragging and its prohibition in campus or outside the campus. It has been brought to the notice of committee that if any case/ problem found/reported to member of committee, it should be brought to the notice of undersigned immediately without any delay.

All are requested to make note of the same and advised to come with suggestions in next meeting.


**Agenda 3.** Issue with the permission of the Chair.

**Resolution :**

1) Dr. Leena Taywade highlighted need of displaying anti-ragging committee on board in the College. Through discussion was made and it is resolves to display board of Anti Ragging Committee in the institute College.

As there were no issues to discuss, meeting concluded with vote of thanks to all.



PRINCIPAL  
  
Principal  
Sheela Devi College of Education,  
Wadi, Nagpur-440023.

### Attendance

Sr. No	Name	Sign
1	Dr. Surekha Sharma	<i>S Sharma</i>
2	Prof. Jyotsna Timande	<i>J Timande</i>
3	Asst. Prof. Nilima Rindhe	<i>N Rindhe</i>
4	Asst. Prof. Dr. Leena Taywade	<i>L Taywade</i>
5	Asst. Prof. Dr. Anant RaviDarshan Joshi	<i>A Joshi</i>
6	Asst. Prof. Manisha Pangule	
7	Asst. Prof. Sujata Kalbande	
8	Asst. Prof. Sulekha Yeole	



PRINCIPAL  
*S Sharma*  
Principal  
Sheeladevi College of Education  
Wadi, Nagpur-440023.

Action Taken Report of Meeting Held on Tuesday 19/04/2023

Sr. No	Resolution in the Meeting	Action Taken for Implementation & Outcomes
NIL		



PRINCIPAL  
*B. S. S.*  
Principal  
Sheela Devi College of Education,  
Wadi, Nagpur-440023.



SHEELA MULTIPURPOSE SOCIETY

# SHEELADEVI COLLEGE OF EDUCATION (B.Ed.)

Recognised by: NCTE New Delhi, Government of Maharashtra & Affiliated to RTM Nagpur University, Nagpur  
WADI (DATTAWADI), NAGPUR-440023

E-mail : sheeladevicedcollege@yahoo.com, sheeladevicedcollege@gmail.com

Coll.Ph.: 07104-222175

Coll. Code : 254

Ref: B.Ed/976-A

Date: 03.05.2023

## Office Order

As per the Notification received from Affiliating University SHEELADEVI COLLEGE OF EDUCATION WADI, NAGPUR, The Level Standing Committee is constituted to Prohibit, Prevent and Eliminate the scourge of ragging in the Campus.

Sr.No	Name	Designation	Status
1.	Dr. Surekha Sharma	Principal	Member
2.	Jyotsna Timande	Asst. Prof. Education Dept.	Member
3.	Nilima Rindhe	Asst. Prof.	
4.	Dr. Leena Taywade	Asst. Prof.	Member
5.	Asst. Prof. Dr. Anant RaviDarshan Joshi	Parent's Representative	Member
6.	Asst. Prof. Manisha Pangule	Girl Student	Member
7.	Ku. Awantika Wankhede	Non-Teaching Staff	Member
8.	Chayya Ganvir	Non-Teaching Staff	Member



PRINCIPAL

*Prin*

Principal

Sheela Devi College of Education,  
Wadi, Nagpur-440023.





SHEELA MULTIPURPOSE SOCIETY  
**SHEELADEVI COLLEGE OF EDUCATION (B.Ed.)**

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E-mail: sheeladeviedcollege@yahoo.com, sheeladeviedcollege@gmail.com

oll.Ph.: 07104-222175

Coll. Code : 254

Ref. B.Ed / 976-B

Date: 06/05/2023

**NOTICE**

The meeting of Anti Ragging Committee is scheduled on Wednesday 10/05/2023 At 1.00 PM In Principal Cabin.

**Agenda of the meeting**

1. Introduction of committee.
2. Discussion regarding Prohibition of Ragging in the campus.
3. Issue with the permission of the Chairman.

You are requested to make it convenient to attend the meeting.



PRINCIPAL

*[Signature]*  
Principal

Sheeladevi College of Education  
Wadi, Nagpur-440023.

## Minutes of Meeting

### Agenda 1. Introduction of Committee.

#### Resolution :

All members had given their self-introduction. Dr. Surekha Shanna given overview about roles and responsibilities of the committee.

### Agenda 2. Discussion regarding Prohibition of Ragging.

#### Resolution :

Committee discussed regarding various aspects of ragging and its prohibition in campus or outside the campus. It has been brought to the notice of committee that if any case/problem found/reported to member of committee, it should be brought to the notice of undersigned immediately without any delay.

All are requested to make note of the same and advised to come with suggestions in next meeting.

### Agenda 3. Issue with the permission of the Chair.

#### Resolution :

1) Dr. Leena Taywade highlighted need of displaying anti-ragging committee on board in the College. Through discussion was made and it is resolved to display board of Anti-Ragging Committee in the institute College.

As there were no issues to discuss, meeting concluded with vote of thanks to all.

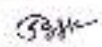


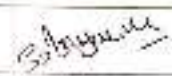
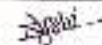
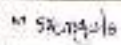


PRINCIPAL


Principal

The College of Education,  
Wadi, Nagpur-440023.

Attendance

Sr. No	Name	Sign
1	Dr. Surekha Sharma	
2	Prof. Jyotsna Timande	
3	Asst. Prof. Nilima Rindhe	
4	Asst. Prof. Dr. Leena Taywade	
5	Asst. Prof. Dr. Anant RaviDharen Joshi	
6	Asst. Prof. Manisha Pangule	
7	Asst. Prof. Sujata Kalbande	
8	Asst. Prof. Sulekha Yeole	



PRINCIPAL  
  
Principal  
Shri. Yashwantrao College of Education  
Wadi, Nagpur-440221.

Action Taken Report of Meeting Held on Friday 19/05/2023

Sr. No	Resolution in the Meeting	Action Taken for Implementation & Outcomes
NIL.		



PRINCIPAL  
*(Signature)*  
Principal  
Shesadevi College of Education  
Wadi, Nagpur-440021.