

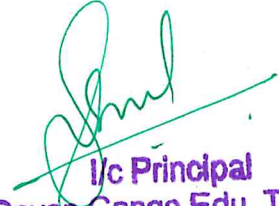
7.1.9 Institution has a prescribed Code of Conduct for students, teachers, administrators and other staff, and conducts periodic programs to appraise adherence to the Code through the following ways:

- 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 organised periodically**

INDEX

Sr. No.	Content
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




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

1. Code of conduct is displayed on the institute's website:

- <https://dgetbedcollege-edu.org/wp-content/uploads/2024/04/Code-of-Conduct-Students.pdf>
- <https://dgetbedcollege-edu.org/wp-content/uploads/2024/04/Code-of-Conduct-Staff.pdf>

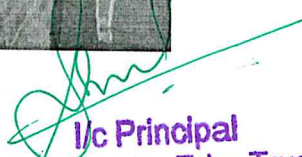
2. Students and teachers are oriented about the code of conduct:

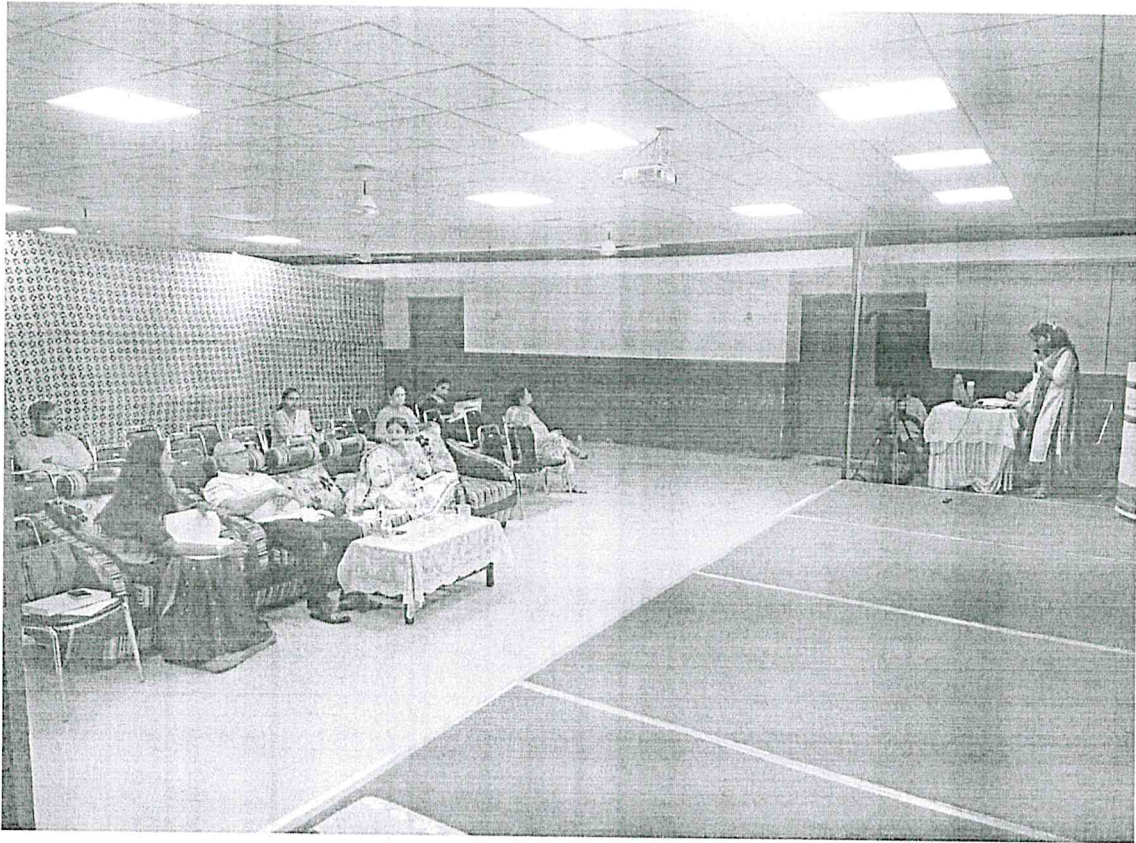
The students are orientated about the institution's Code of Conduct during their induction program at the beginning of the course. They are re-oriented about the Code of Conduct during the orientation sessions before every semester.

Teaching faculty and the support staff members are oriented about the institution's code of conduct especially formulated for them during staff meetings or the teachers are also oriented about their specific roles during the teacher induction programs.

Picture of Teacher Orientation Program



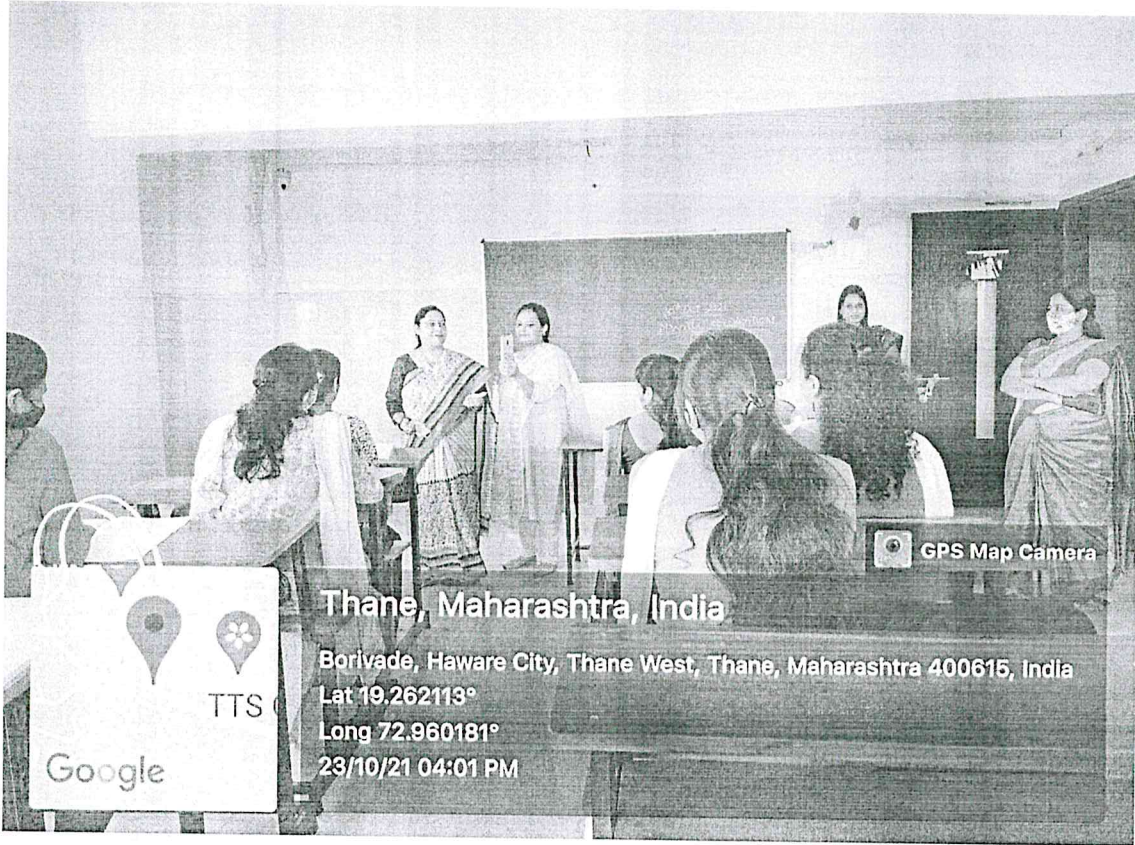

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Picture of Student orientation program



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3. There is a committee to monitor adherence to the Code of Conduct:

It is the joint responsibility of the members of the Grievance Redressal Cell committee, Anti-ragging cell committee and the Anti-Sexual harassment cell committee to make sure that each and every one adheres by the Code of Conduct and displays model behaviour.

COMMITTEE DETAILS are as follows:




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Dnyan-Ganga Education Trust's College of Education (B.Ed.)

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Tel.: 022-25973273/ 7718972139, Website : www.dgetbedcollege-edu.org · Email : dgetsbed@gmail.com

NCTE Code: APW/05327/123655 (Co-Ed.) Recog.by : NCTE, Govt. of Maharashtra & Affl.to University of Mumbai.

GRC Committee Members: (Academic Year 2022-23)

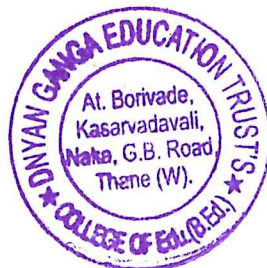
S.NO.	POST	NAME	DESIGNATION
1	Chairperson	Dr. Swapna Khairnar	I/c Principal
2	Coordinator	Mrs. Rachana Das	Asst. Professor
3	Faculty Member	Mrs. Pournima Bhattacharya	Asst. Professor
4	Women Representative Member	Mrs. Priyanka Desai	Office cum Comp. Operator
5	Admin. Office Representative Member	Mr. Parag Padelkar	Office cum Accounts Assistant
6	Students' Representative	Ms. Premlatha Shettigar	Student-teacher

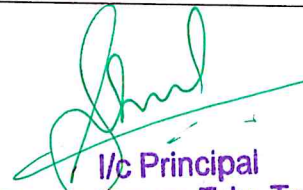
Anti-Ragging Cell Committee: (Academic Year 2022-23)

S.NO.	POST	NAME	DESIGNATION
1	Chairperson	Dr. Swapna Khairnar	I/c Principal
2	Coordinator	Dr. Latha Venkat	Asst. Professor
3	Faculty Member	Mrs. Dhanashree Repal	Asst. Professor
4	Women Representative Member	Mrs. Pournima Bhattacharya	Asst. Professor
5	Admin. Office Representative Member	Mr. Rajan Sawant	Admin Non-teaching Staff
6	Students' Representative	Ms. Avani Katrodia	Student-teacher

Anti-Sexual Harassment Cell Committee: (Academic Year 2022-23)

S.NO.	POST	NAME	DESIGNATION
1	Chairperson	Dr. Swapna Khairnar	I/c Principal
2	Coordinator	Mrs. Pratibha Kambli	Asst. Professor
3	Faculty Member	Dr. Paulmathi Lucas	Asst. Professor
4	Women Representative Member	Mrs. Manjusha Mekal	Asst. Professor
5	Male Representative Member	Mr. Parag Padelkar	Office cum Accounts Assistant
6	Students' Representative	Ms. Anaghalami Mahajan	Student-teacher




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**DNYAN GANGA EDUCATION TRUST'S COLLEGE OF
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Grievance Redressal Cell

NOTICE (2020-2021)

All the members of are hereby informed that the meeting of the Grievance Redressal Cell along with Anti Ragging cell is scheduled on 13th February 2021 at 1.30 p.m. on the Google Meet. The following agenda shall be discussed in the meeting. All the members are requested to attend the meeting on the said date and given time and venue.

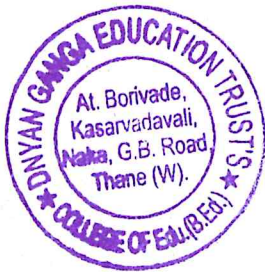
Venue: - Google Meet Link (will be shared before the meeting)

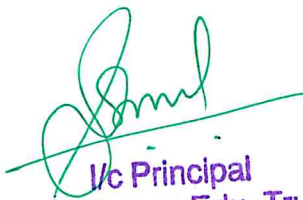
Time: - 1:30 p.m. onwards

Agenda:

1. Review and update the cell's protocols as needed.
2. Evaluate the cell's performance in the past year, including metrics and feedback.
3. Discuss evolving grievances due to the pandemic and remote/hybrid learning.
4. *Establishing new guidelines and policies to prevent ragging*
5. Orientation of CODE OF CONDUCT for the students and teachers.

BY ORDER.




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Grievance Redressal Cell MINUTES OF THE MEETING

Date: 13-02-2021

Time: 1:30-2:30 p.m.

Minutes of the meeting:

The following points were discussed by the Chairman of Grievance Redressal Cell, Principal, Dr. Anjana Rawat, discussed and welcomed the members present for the meeting.

Minutes of the meeting:

- **Review and update the cell's protocols as needed:** The cell's protocols were updated to address remote grievance submissions and faster response times.
- **Evaluate the cell's performance in the past year, including metrics and feedback:** The cell's metrics showed a slight decline in resolution rates due to the complexity of pandemic-related issues.
- **Discuss evolving grievances due to the pandemic and remote/hybrid learning:** Major grievances included internet access, online exam issues, mental health concerns, and safety protocols.
- **Revising the guidelines and policies to prevent ragging:** The committee proposed the inclusion of a dedicated section on anti-ragging measures in the college's code of conduct.
- **Orientation of CODE OF CONDUCT** for the students and teachers: in the upcoming week the orientation of the code of conduct shall be done for staff and students.

The meeting ended with a vote of thanks by one of the faculty members.

List of members present during the meeting:

Chairperson: I/c Principal Dr. Anjana Rawat

Members:

Asst. Prof. Mr. Ketan Kamble

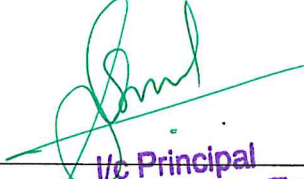
Asst. Prof. Mrs. Pratibha Kambli

Asst. Prof. Mrs. Rachana Das

Admin Office Rep. Mr. Parag Padelkar

Student Representative Ms. Revati Vichare




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CODE OF CONDUCT FOR STUDENTS:



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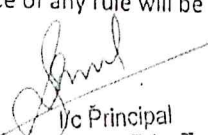
CODE OF CONDUCT FOR STUDENTS:

All Students-teachers at the Institute are expected to:


- Reach the institution in time every day.
- have 75% attendance record throughout one academic year
- Wear the college ID card at all times when inside the campus
- Participate in activities that are beneficial to the reputation of the Institute.
- Come dressed decently at all times

General rules of the Institute:

- ❖ All the common areas like canteen, library, corridors etc. are under 24*7 CCTV surveillance.
- ❖ Any type of malpractice/cheating during the test/examination will be dealt with in strict manner
- ❖ Any type of misbehaviour or behaviour resulting in disturbance towards teaching, administration, or other processes shall be subject to disciplinary action.
- ❖ Any spoken or written or conduct by act which has the effect of teasing or handling a fresher or any other student with rudeness will be treated as ragging and will be entitled for disciplinary action
- ❖ Students-teachers must ensure that their conduct in the campus towards everyone is respectful. Any kind of misdemeanour towards any staff member or any females in written, spoken, or gestural language will be dealt with in accordance with the law.
- ❖ Importance of saving energy and conserving environment has to be given utmost importance, and the laid guidelines laid for the same have to be followed strictly.
- ❖ Maintaining hygiene and cleanliness in the campus is a must.
- ❖ Ignorance of any rule will be treated as an excuse.


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CODE OF CONDUCT FOR TEACHERS AND SUPPORT STAFF:



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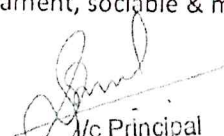
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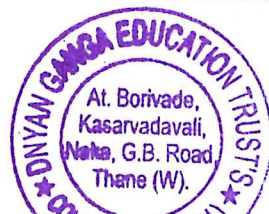
CODE OF CONDUCT FOR TEACHERS AND SUPPORT STAFF:


- ❖ All faculty members must deliver their assigned duties within the institutional policies and practices in accordance with the vision and mission of the college.
- ❖ All staff should adhere to a sincere conduct and demeanour which is ideal for the larger community in order to set a good example for all student-teachers.
- ❖ All staff members are expected to work rationally and in unbiased manner, and must not discriminate against any student on the grounds of caste, religion, language, origin, social or cultural background.
- ❖ Staff members are expected not to misuse or use for personal benefit any of the resources provided by the institution
- ❖ Staff members must not engage in any illegal activities.
- ❖ Staff members must understand their responsibility to work together in order to meet the institutional values and objectives.
- ❖ Staff members must avoid using inappropriate or offensive language, and shall completely refrain from victimizing a student on any grounds.

ROLE OF TEACHERS:

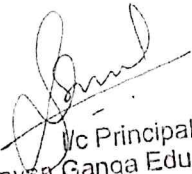
- Teachers are expected to ensure full compatibility between their planning and actual practice of teaching learning. This should be reflected in the pedagogy of each teacher. They must also strive to encourage students to imbibe the ideals of education in accordance with the National Education Policy (NEP).
- Teachers must remember that the profession requires a patient temperament, sociable & morally sound character and flexible interactive style.

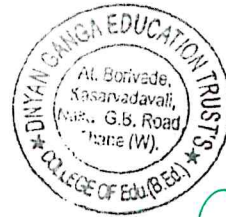

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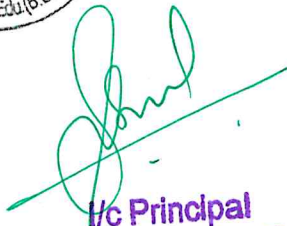



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- teachers are expected to ensure excellence in academics and to encourage students to participate in curricular activities and co-curricular activities
- New and innovative teaching strategies are applied every now and then to enhance the teaching-learning process.
- teachers must be unbiased while assessing or evaluating the performance of students.
- Teachers must not participate in any organizational activities which are not in adherence to the ethical principles of the profession, and the institution.
- teachers must diligently work upon the academic and administrative decisions taken by the Principal or management.


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