

**GOVT. HOLKAR (MODEL AUTONOMOUS)
SCIENCE COLLEGE, INDORE**



(An ISO 9001:2015 & ISO 14001:2015 Certified Institution)



SSR DOCUMENT

2017-18 to 2021-22

CRITERION -7

Institutional Values and Best Practices

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**Code of conduct Committee, Minutes of meeting
, and Annual report**

तमसो मा ज्योतिर्गमय



Government Holkar (Model Autonomous) Science College, Indore (M.P.)

Contact No. 0731-2464074, 2446806, 2764027 (Exam)

E-mail: principalhsc@rediffmail.com, Web Address: www.collegeholkar.org

(Re-accredited 'A' Grade by NAAC)

Notice

Date: 14/07/17

For the session 2017-18, a 'Code of Conduct Monitoring Committee' has been appointed. The committee includes the following members. A meeting in this regard will be held on 15 July 2017, at 3. pm in the conference room. All the members of are committee are requested to be present.

Dr. R C Dixit (convener)

Dr. Vipul Keerti Sharma (Member)

Dr. Rekha Sharma (Member)

Dr. Sandeep Gohar (Member)

Dr. Renu Jain (Member)

Dr. R C Dixit (Convener)



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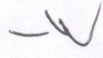
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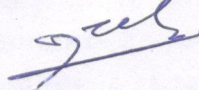
Date: 16/07/2018

For the session 2018-19, a 'Code of Conduct Monitoring Committee' has been appointed. The committee includes the following members. A meeting in this regard will be held on 17 July 2018, at 3. pm in the conference room. All the members of are committee are requested to be present.

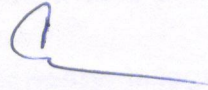
Dr. R C Dixit (convener)

Dr. Vipul Keerti Sharma (Member) 

Dr. Rekha Sharma (Member) 

Dr. Sandeep Gohar (Member) 

Dr. Renu Jain (Member) 


Dr. R C Dixit (Convener)



शासकीय होलकर (आदर्श, स्वशासी) विज्ञान महाविद्यालय, इन्दौर

☎ 0731-2464074 ★ फ़ैक्स: 0731-2446806, 2764027

Email: principalhsc@rediffmail.com ★ Web Site: www.collegeholkar.org

Date: 05/07/19

आवश्यक सूचना

सत्र 2019-20 के लिए 'आचार संहिता निगरानी समिति' का गठन किया गया है। समिति में निम्नलिखित सदस्य शामिल हैं। इस संबंध में 8 जुलाई 2019 को दोपहर 1.30 बजे प्राणी शास्त्र विभाग में एक बैठक आयोजित की जायेगी। समिति के सभी सदस्यों से समय पर उपस्थित होने का अनुरोध किया गया है।

1. डॉ. आरसी दीक्षित (संयोजक)

2. डॉ. विपुल कीर्ति शर्मा

3. डॉ. रेखा शर्मा

4. डॉ. संदीप गौहर

5. डॉ. रेणु जैन

डॉ. आरसी दीक्षित (संयोजक)



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Dated 20 September 2020

Important Notice

A '**Code of Conduct Monitoring Committee**' has been constituted for the session 2020-21. The committee consists of the following members. In this regard, a meeting will be organized at the conference hall on 07 October 2020 at 2.30 pm. The meeting link will be sent separately. All the members of the committee are requested to be present on time.

Dr. R. C. Dixit (Convener)

Dr. Vipul Kirti Sharma — ✓

Dr. Rekha Sharma — ✓

Dr. Sandeep Gauhar — ✓

Dr. Renu Jain — ✓

Dr. R. C. Dixit (Convener)



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Dated 05 Oct. 2021

Important Notice

A '**Code of Conduct Monitoring Committee**' has been constituted for the session 2021-22. The committee consists of the following members. In this regard, a meeting will be organized at the conference hall on 07 October 2021 at 2.30 pm. The meeting link will be sent separately. All the members of the committee are requested to be present on time.

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Dr. Vipul Kirti Sharma

Dr. Rekha Sharma

Dr. Sandeep Gauhar

Dr. Renu Jain


Dr. R. C. Dixit (Convener)



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Minutes of the meeting for the 'Code of Conduct monitoring Committee'

A meeting of the committee for the 'Code of Conduct' is held on date 15 July 2017, at 3. pm at the conference hall. All the members of the committee were present. Following instructions were given to all the students and faculty of the department –

- All the teachers and students will require adherence to the highest principles of ethical conduct.
- Students should report to the class on time.
- All the students must wear ID cards compulsorily
- During free hours, students are advised to use the library.
- The use of mobile phones is strictly prohibited on the college campus.
- teachers and Students should handle the furniture Electrical instruments and other properties with care.
- teachers and Students should maintain honesty, integrity, and fairness in all activities.
- Students should not indulge in ragging activities. If any student is found indulging in ragging, the student will be strictly punished or even rusticated from the college.

Dr. R C Dixit (convener)

Dr. Vipul Keerti Sharma (Member)

Dr. Rekha Sharma (Member)

Dr. Sandeep Gohar (Member)

Dr. Renu Jain (Member)



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Committee'**

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(SESSION 2019-2020)

Minutes of the meeting held on 8 July 2019 for
'Monitoring of Code of Conduct'.

There is a dire need to enforce some discipline, strategy in relation to the stakeholders in an educational institution/organization. Therefore, in order to run an institution/organization not only smoothly but also effectively and efficiently, it becomes very necessary to have discipline in practice.

- All officers should be fair and impartial towards the stakeholders.
- The spirit of welfare must be propagated with all classes and mutual support and co-operation must be built up among them.
- Work should be done to promote academic and research activities among teachers and scholars with a focus on maximum active participation of students in extension activities.
- The ethos of the college should be maintained.
- Responsible for maintaining discipline for a healthy academic environment in the Institute.
- He should safeguard the collective interest of the different sections of the institutions to ensure their best performance in the interest of the college as a whole.
- It should provide social justice to all stakeholders regardless of caste, creed, religion, gender etc. within the framework of the national constitution.
- Since the principal has been entrusted with the exercise of financial powers, he must discharge his duties honestly, prudently and faithfully and ensure that financial records are maintained properly.
- The principal must ensure equality of opportunity and responsibilities for each staff member to ensure a non-discriminatory system.

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Details of the meeting of the Code of Conduct Monitoring Committee,

on 07 October 2020

Today, on 20 September 2020, a meeting has been organized for the code of conduct in the presence of Dr. R. C. Dixit and committee members. The following instructions were given -

- Information should be given to follow the Covid-19 protocol.
- A lecture on the code of conduct should be organized for all staff members.
- All government employees will be present in the college on time.
- Every employee of the college has to follow all the rules decided and ordered by the higher education government and the institution.
- The student is bound to strictly follow the disciplinary rules and regulations of the Institute.
- Any student indulging in any act of indiscipline or misbehavior will be liable for strict disciplinary action.
- Students are prohibited from indulging in anti-national, anti-social, communal, immoral, or political expression/activities within the campus.
- shall be punished for any damage caused to the institutional property either negligently or intentionally and shall also be liable for monetary compensation for the damage.
- Students are strictly prohibited to park their vehicles in campus.
- Every student must ensure to wear and display the I-card in the college premises.
- If the student loses the I-Card, it should be reported to the Administrative Office immediately.
- Students should wear decent clothes.
- Students should ensure regular attendance.

The student has to follow the schedule for his/her submission (assignment, journal, tutorial work, project etc.) as decided by the respective teachers.

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The student is expected to be honest and sincere in all academic activities and with all stakeholders.

Students will have to take an undertaking from their guardians to participate in all academic tours or industrial tours and to maintain discipline during the same.

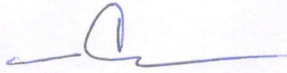
Students should switch off their mobile phones in class, laboratory, library etc.

Students are prohibited from using the staff washroom.

Students must ensure the cleanliness of the college premises and use dustbins for the disposal of waste.

Students must ensure to switch off lights and fans when not in use.

Dr. R. C. Dixit (Convener)



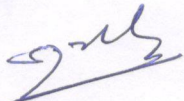
Dr. Vipul Kirti Sharma



Dr. Rekha Sharma



Dr. Sandeep Gauhar



Dr. Renu Jain





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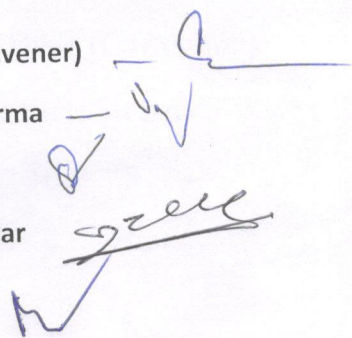
Dr. R. C. Dixit (Convener)

Dr. Vipul Kirti Sharma

Dr. Rekha Sharma

Dr. Sandeep Gauhar

Dr. Renu Jain

The block contains five handwritten signatures in blue ink, each corresponding to one of the faculty members listed to the left. The signatures are: Dr. R. C. Dixit (top), Dr. Vipul Kirti Sharma, Dr. Rekha Sharma, Dr. Sandeep Gauhar, and Dr. Renu Jain (bottom). The signatures are written in a cursive, flowing style.