



SADHU VASWANI MISSION'S

SADHU VASWANI COLLEGE OF NURSING  
Founder- Sadhu T L Vaswani

10-10/1, Koregaon Park, Pune – 411001  
Tel No: 02066099960 Email: principal@svcon.ac.in



Principal  
Dr. Sripriya Gopalkrishnan

## CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.2. Strategy Development and Deployment

**6.2.1. The Institutional has well defined organizational structure, statutory Bodies/ committees of the college with relevant rules, norm and guidelines along with Strategic plan effectively deployed. Provide the write-up within 100-200 words**

**SADHU VASWANI COLLEGE OF NURSING**

10-10/1, Koregoan road, Pune 411001

**IQAC composition for year 2021-2022**

**Chairperson** : - Dr Sripriya Gopalkrishnan, Principal, SVCON

**Secretary** : - Dr. Madhavi Ghorpade, Lecturer, SVCON

**Ass. Secretary** : - Dr. Samruddhi Bhakare, Lecturer, SVCON

Name	Designation	Representation
Dr Brig C H Gidvani	Director academics	Consultant member
Mr. Sachin Kudate	Administrative officer	Consultant member
Dr. Manisha Kadam	Head of dept, Ob Gynec Nsg	Consultant member
Mrs. Jaya John Varghese	Assc. Prof, Head of dept, Peadiatric Nsg	Consultant member
Mrs. Namita Pathak	Assc. Prof, Head of dept, Community health nsg	Consultant member
Mrs. Ujjwala Murkute	Assc. Prof, Head of dept, Med Surg Nsg	Consultant member
Mrs. Anita Khandagle	Assc. Prof, Head of dept, Psychiatric nsg	Consultant member
Mrs. Jasmine Jesy	Assc. Prof, Obgyn Nsg	Consultant member

**Standard operating Procedures:**

1. Committee members to meet at least once in three months
2. Members should inform about the topic/issues of concern prior in hand to secretary which needs discussion and decision making improvements
3. Secretary to approve the agenda with chairperson before the meeting
4. Report of analysis of Feedback of previous quality improvement techniques to be maintained and presented during the meeting.
5. Discussion & communication of any decisions taken by IQAC to be done in subsequent faculty meeting.

### **Objectives**

1. To create a conducive teaching-learning environment through well established feedback system.
2. To create outcome -based benchmarks for improvement of academic and administrative performance
3. To maximize the utilization of existing resources in academic and administrative functions
4. To inculcate professional and personal values among students and staff

### **Functions**

1. To improve professional commitments and sincerity to profession among teachers  
Development and application of quality benchmarks/parameters for various academic and administrative activities
2. Dissemination of information on various quality parameters of higher education
3. Organization of workshop/seminars/FDPs on quality related themes and promotion of quality of education
4. Documentation of various programs/ activities including promotion of quality assurance mechanisms



**Sign of Principal**

**PRINCIPAL**  
Sadhu Vaswani College  
of Nursing  
Koregaon Park, Pune-1

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**10-10/1 Koregoan Park, Pune 411001**

**Institutional Ethical Committee**

Sr. no	Name of member	Designation	Post in committee
1	Dr Sripriya Gopalkrishnan	Principal, SVCON, Pune	Chairperson
2	Dr Borle	Asso. Professor, BJMC, Pune	Biostatistician
3	Dr Suresh Ray	Professor, BVDU, CON, Pune	NURSING Subject Expert
4	Dr Madhuri Shelake	Principal, TMV, CON, Pune	Nursing expert
5	Col. Dr S L Jadhav,	D Y Patil Medical College, Pimpri	Public health Clinical Expert
6	Dr. Mrs Manisha Kadam	Professor, SVCON	Member Secretary
7	Mrs . Ujjwala Murkute	Asso. Professor, SVCON	Subject expert cum Guide
8	Mrs. Namita Pathak		
9	Mrs. Jasmin Jessy		
10	Mrs. Jaya John Varghese		
11	Mrs. Anita Khandagle		
12	Dr. Madhavi Ghorpade	Lecturer, SVCON	Subject expert
13	Dr. Samruddhi Bhakre		Subject expert



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**Board of Research**

Sr. No	Name of the member	Designation	Email	Representation
1	Dr. Sripriya Gopalkrishnan	Principal, SVCON	stripriyagopalkrishnan@gmail.com	Chairperson
8	Dr. Madhavi Ghorpade	Lecturer, dept of Peadiatric Nsg	Madhvighorpade@yahoo.com	Member <i>Research Co-ordinator</i>
2	Dr. Manisha Kadam	Professor, Head of dept, Obs-Gynec Nsg.	rajmaniraju@gmail.com	Member <i>In charge Vice Principal</i>
3	Mrs. Jaya John Varghese	Assc. Prof, Head of dept, Peadiatric Nsg	jayajohnvarghese@gmail.com	Member
4	Mrs. Namita Pathak	Assc. Prof, Head of dept, Community health nsg	Namita_nama@yahoo.com	Member
5	Mrs. Ujjwala Murkute	Assc. Prof, Head of dept, Med Surg Nsg	ujjwalamurkute@gmail.com	Member
6	Mrs. Anita Khandagle	Assc. Prof, Head of dept, Psychiatric nsg	anitaskhandagle@gmail.com	Member
7	Mrs. Jasmine Jesy	Assc. Prof, Obgyn Nsg	Jasminejesyj@gmail.com	Member
9	Dr. Samruddhi Bhakare	Lecturer, dept of Peadiatric Nsg	Cusamb22@gmail.com	Member



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**Curriculum Committee**

**Composition of curriculum committee**

Sr. no	Name of member	Designation	Representation
1	Dr. Sripriya Gopalkrishnan	Principal, SVCON	Chairperson
2	Dr. Manisha Kadam	Professor, Head of dept, Obs-Gynec Nsg, Minute secretary	Members
3	Mrs. Jaya John Varghese	Assc. Prof, Head of dept, Peadiatric Nsg	
4	Mrs. Namita Pathak	Assc. Prof, Head of dept, Community health nsg	
5	Mrs. Ujjwala Murkute	Assc. Prof, Head of dept, Med Surg Nsg	
6	Mrs. Anita Khandagle	Assc. Prof, Head of dept, Psychiatric nsg	
7	Mrs. Jasmine Jesy	Assc. Prof, Obgyn Nsg	
8	Class coordinators and assistant of all courses	1. F. Y. B. Sc N, S. Y. B. Sc N, T. Y. B. Sc N, Fr. Y B. Sc N 2. F. Y. PB B. Sc N & S. Y. PB B. Sc N 3. F. Y. M. Sc N and S. Y M. Sc N	

**Aim :-**

The Curriculum Committee shall discuss and recommend proposals affecting the academic program of the College, including but not limited to course proposals, program changes, addition and deletion of programs, degree requirements, and general policies with impact on instruction and learning.

### **Roles and responsibility of members**

1. Attend all Curriculum Committee meetings.
2. Demonstrate mastery and understanding of curriculum procedures, policies, resources, forms, and deadlines.
3. Provide first-line curriculum report of important academic functions taken place since last meeting in their respective dept.
4. Review all curriculum materials to be provided to students
5. Bring to notice any issues related to curriculum planning and activities which needs attention. .

### **Functions of Secretary to committee**

1. Prepare Curriculum Committee agendas in conjunction with the designated Operations Manager.
2. Moderate Curriculum Committee meetings.
3. Serve as a resource to assist faculty in the development of curriculum proposals.
4. Develop recommended procedures and forms for the processing of curriculum materials. Review all curriculum proposals for technical accuracy and work with faculty to make necessary corrections.
5. Facilitate curriculum training for committee members.



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**SADHU VASWANI COLLEGE OF NURSING**  
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**GRIEVANCE REDRESSAL COMMITTEE**

The Grievance Redressal committee at the Sadhu Vaswani College of nursing is formed to promote and maintain a conducive learning and work environment for the students and the employees.

The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the Students Council/SNA. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/suggestion box of the Grievance Cell.

**OBJECTIVE:**

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the students in order to maintain a harmonious educational atmosphere in the institute with following objectives.

- Upholding the dignity of the College by ensuring conflict free atmosphere in the College
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box is installed near to the classroom in which the Students, who want to put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all staffs to be affectionate to the Students and not behave in a revengeful manner towards any of them for any reason.



- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

### MEMBERS OF GRIEVANCE REDRESSAL COMMITTEE

As per the rules and regulations addressed by the Maharashtra University of health sciences for student in a Sadhu Vaswani college of Nursing, "Grievance Redressal Committee" Sadhu Vaswani college of Nursing, Pune, has been constituted with following Staff in different positions to enquire the nature and extent of grievance.

SR.NO.	NAME OF THE MEMBERS	DESIGNATION
1	Dr Sripriya Gopalkrishnan, Principal	Chairperson
2	Dr Brig. C H Gidvani, Director Academics	Management representative
2	Dr Manisha Kadam, Hostel Incharge & Incharge Vice Principal	Member
3	Mrs Namita Pathak, Asso. Professor & Discipline Incharge	Member
4	Mrs Jasmin Jessy J, Asso. Professor & SNA Advisor	Member

### FUNCTIONS OF THE GRIEVANCE REDRESSAL COMMITTEE

The students are the main stakeholders in an institution imparting education, and it is our endeavour to make all efforts to ensure transparency in all the activities at different stages.

- To support the students who have been deprived of their rights/ privileges which she is entitled to.
- To ensure quick and effective grievances Redressal mechanism used for resolving their grievances.
- To remind teachers and non teaching faculty of the college that they are responsible and accountable to the student for their actions in the performance of their duties.
- To work towards reconciliation of intramural disputes, and to guarantee due processes for the settlement of otherwise irreconcilable grievances, to guard academic freedom and welfare of students and faculty there by maintaining the image of the Institution.

The Grievances may broadly include the following complaints of the students

- Academic
- Non-Academic
- Grievance related to Internal assessment
- Grievance related to Theory and clinical Attendance
- Grievance regarding conducting of University Examinations
- Harassment by peer group or the teachers etc.

Mechanism of Grievance Redressal for students

1. Written or verbal complaint to members of the Grievance Redressal cell. Anonymous Complaints may be dropped in the complaint box
2. Member secretary will collect the grievances as and when necessary and put up to the chairperson
3. Committee meeting will be scheduled within one week of receipt of complaint
4. Concerned student will be called for meeting
5. Statement of witnesses will also be recorded
6. Decision of the grievance committee will be intimated to the concerned student

If a student complaints against a teacher, Grievance Redressal mechanism will be as follows:

1. Written grievance may be submitted by student to the chairperson
2. Management will be informed.
3. Showcause notice will be issued to concerned faculty
4. Inquiry committee consisting of three senior faculty members will be constituted
5. Inquiry committee meeting will be held
6. Decision of the committee will be forwarded to Management for information and final decision.



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## Sadhu Vaswani College of nursing

### Anti ragging committee

Aim:- Anti-Ragging Committee will be the advisory and governing body on matters of ragging inside the college campus and Planning activities to promote culture of Ragging Free Environment in the Campus.

#### Obiectives: -

- To identify the common ragging patterns among students
- To identify common ragging places in the campus
- To promote awareness about anti ragging policy and disciplinary actions
- To supervise the places where ragging incidence are likely to occur.
- To design strategies to curb any incidences of ragging
- To organize activities to promote good relationship between senior and junior students.
- To take disciplinary action if required

#### Anti-Ragging Committee Members:

Sr. no	Name of committee member	Representation/designation
1	Dr. Sripriya Gopalkrishnan	Principal
2	Mrs. Noori Vaswani	Representative of NGO involved in youth activity
3	Mr. Pandit Sonkamble	Representation of civil administration
4	Dr. Manisha Kadam	Representation of Teaching faculty
5	Mrs. Jaya John	
6	Mrs. Neha Bite	Rector-Girl hostel
7	Mr. Sachin Kudle	Administrative officer
8	Mrs. Damini Jitendra Joshi	Parent representative
9	Mr. Hiralal Ghutke	
10	Mrs. Savita Jagtap	Representative from non teaching faculty
11	Ms. Bhakti Jitendra Joshi	Representative from student
12	Ms. Neha Hiralal Ghutke	

#### Standard operating procedures

- o Anti-Ragging Posters displayed in College Campus
- o Organized Awareness Programme on Anti-Ragging through SNA and other activities
- o Anti-Ragging Committee Member's Mobile No. displayed on Notice Board
- o Counseling Student to be done found involved in ragging





- Complaint/Suggestion Box to be made available and regular checking for the same.
- Rector to give surprise visit hostel premises regularly.
- Ensure that entire Campus is under surveillance manually and CCTV's

### Anti-Ragging Policy

Government/University Grants Commission (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) are strictly implemented at Institutes.

According to the Honorable 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 indisciplined 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



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# Sadhu Vaswani College of Nursing

## WOMEN'S COMPLAINTS COMMITTEE

Name & Address of the College: Sadhu Vaswani College of Nursing  
10-10/1, Koregaon Road,  
Pune 411 001.

Phone Nos. 020-66099960

Fax No: 020 - 26139418

Date of the Constitution of the Committee: 10/08/2015

Name, Designation, Address & Telephone/ Mobile No of the Chairperson	Dr. Sripriya Gopalkrishnan Principal Sadhu Vaswani College of Nursing 10-10/1, Koregaon Road, Pune 411 001. Ph.No. 020 – 66099960 / 26124354 Cell No. 9960478414
Name, Designation, Address & Telephone/ Mobile No of the External member	Mrs. Omana Shinde Sadhu Vaswani College of Nursing (Retired) 10-10/1, Koregaon Road, Pune 411 001. Ph.No. 020 – 66099960 / 26124354 Cell No. 9923085535
Name of the NGO member with his/her Telephone / Mobile Nos.	Mrs. Noori Vaswani Ph.No. 020 – 66099960
Names of remaining members with their Telephone/Mobile Nos.	1. Mrs. Manisha R.Kadam Professor Sadhu Vaswani College of Nursing 10-10/1, Koregaon Road, Pune 411 001. Ph.No. 020 – 66099960 Cell No.9881064508  2. Mrs. Jaya John Varghese Associate Professor Sadhu Vaswani College of Nursing 10-10/1, Koregaon Road, Pune 411 001. Ph.No. 020 – 66099960 Cell No.9623447141

  
Sign of Principal

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