



Shiv Chhatrapati Shikshan Sanstha's

Rajarshi Shahu Mahavidyalaya, Latur

(Autonomous)



COMPENDIUM OF INSTITUTIONAL POLICIES

Address:

Rajarshi Shahu Mahavidyalaya, Latur
(Autonomous)

Near Central Bus Stand, Kaku Seth Ukka Marg, Chandra Nagar, Latur - 413512

☎ (02382) 245933 📧 principal@shahucollegelatur.org.in 🌐 www.shahucollegelatur.org.in

INDEX

Sr. No.	Particulars	Page No.
1	Introduction	1
2	Admission Policy	2 to 5
3	Anti-ragging Policy	6 to 9
4	Code of Ethics in Research	10 to 12
5	e-Governance Policy	13 to 16
6	Energy Conservation and Management Policy	17 to 19
7	Equal Opportunity Policy	20 to 23
8	Finance and Accounting Policy	24 to 33
9	Gender equity policy	34 to 38
10	Green Campus Policy	39 to 44
11	Grievance Redressal Policy	45 to 47
12	Human Resource Development Policy	48 to 59
13	Innovation, Incubation and Startup Policy	60 to 63
14	Information Technology (IT) Policy	64 to 69
15	Infrastructure Utilization and Maintenance Policy	70 to 74
16	Internal Quality Assurance Policy	75 to 79
17	Outcome Based Education (OBE) Policy	80 to 83
18	Performance Based Appraisal System (PBAS) & Shahu Career Advancement Scheme (SCAS)	84 to 111
19	Policy on Consultancy Services	112 to 114
20	Policy on Corporate Training	115 to 116
21	Policy on disabled-friendly and barrier-free environment	117 to 122
22	Policy on Financial Assistance Provided to Faculty Members	123 to 125
23	Policy for Award of Scholarship & Freeship	126 to 128
24	Process Manual of Learning Level Identification Mechanism	129 to 134
25	Research Promotion Policy	135 to 139
26	Resource Mobilization Policy	140 to 143
27	Service Rules for Teaching and Non-Teaching Staff	144 to 148
28	Annexure-I	149
29	Annexure-II	150

INTRODUCTION

The policy document of Rajarshi Shahu Mahavidyalaya, Latur (Autonomous), provides specifics of the institution's policy commitments for what must be done through the exploitation and development of various resources inside the institution. It is essentially a set of rules that serve as a guiding principle for the institution's path of transforming youth through holistic education towards an enlightened society. These rules and regulations are guided by the institution's policy commitments. Based on a review and analysis of the institution's vision, mission, motto, core values, outcomes, policies, strategies, and provisions, the institution's policy document was created.

The institution's policies are defined so that those who work within it have a framework for action that will enable them to carry out their duties.

This policy statement is a tool for raising standards. It is intended that the document will assist in meeting accreditation requirements. The Rajarshi Shahu Mahavidyalaya, Latur (Autonomous), policy document is disseminated to the stakeholders by a variety of channels and posted on the institution's website for faculty, staff, students, and all other stakeholders as well as the community to access and become acquainted of. The policy document is predicted to continuously assist in fulfilling the institution's objectives and vision.




Principal
PRINCIPAL
Rajarshi Shahu Mahavidyalaya, Latur
(Autonomous)



Shiv Chhatrapati Shikshan Sanstha's
Rajarshi Shahu Mahavidyalaya, Latur
(Autonomous)

Code of Ethics for Research (CER)

1. Preamble:

Rajarshi Shahu Mahavidyalaya, Latur with the motto ||अरोह तमसो ज्योतिः|| (Rise from Darkness to Light) and mission 'Pursuit of Excellence' is committed to the quest of truth, honesty and integrity to safeguard and promote the interest in research activities. The "Code of Ethics for Research" endorses research availing to flora and fauna, so that all Teachers, Research Scholars and Students are committed to pursue research focused on society, organisations and industry. Taking the same leaf, all Teachers, Research Scholars and Students doing research shall adhere to "Code of Ethics for Research".

2. Scope:

The "Code of Ethics for Research" is applicable to all Teachers, Research Scholars and Students undertaking research activities in and outside the campus. It comprises all the activities through which research data and other relevant information are collected, analysed, processed and published including surveys, interviews and experimental data.

3. Objectives:

Code of Ethics for Research is set to:

- 3.1. Prevent plagiarism and malpractices in research work carried out by Teachers, Research Scholars and Students in and outside the campus.
- 3.2. Provide ethical outline to carry out research in the institution.
- 3.3. Promote worthy ethical standards in research and scholarships.
- 3.4. Avoid publication of articles in predatory journals.
- 3.5. Avoid malpractices including falsifying the data, artificial construction of research results, misinterpretation of results, etc.

4. Ethical Values Addressed:

The following ethical values mentioned by Shamoo and Resnik [1] shall be addressed:

4.1. Academic Conduct:

Teachers, Research Scholars and Students shall be genuine in all scientific communications, data & results to be reported, methods & procedures, and publication

status. Never manipulate/misrepresent/falsify the data nor mislead colleagues, granting agencies or society.

4.2. Reliability:

Keep undertakings and agreements; act with honesty; struggle for consistency of quality deliberations and action.

4.3. Caution:

Circumvent casual negligence; carefully and critically inspect and justify the work and the work of peers. Keep quality paperwork and records of research activities, such as Diary Methodology, literature review, research design, data collection, data analysis, interpretation, manuscript drafts and its communication with agencies or journals. Teachers, Research Scholars and Students shall not publish the Research Papers in Predatory Journals. All researchers have to take care of plagiarism and the publication should not lead to retraction, which shall be treated as a serious offence.

4.4. Respect for Intellectual Property (IP) and its Rights:

Tribute patents, copyrights, and other forms of intellectual property. Furthermore, never use others' unpublished data, methods, or results without the permission of belonging person. Give credit/acknowledgement at requisite places where credit is due for all contributions to research/persons.

4.5. Privacy:

Protect confidential communications, such as manuscripts, projects or grants submitted for publication, personnel records, deals or military secrets, and patient records used for requisite research.

4.6. Societal Accountability:

Put subtle efforts to endorse social wellbeing and to prevent or lessen social harms through research, public education and promotion.

4.7. Competence:

Sustain and improve professional expertise throughout enduring education and learning; acquire steps to promote competence in all disciplines of research as a whole by keeping interdisciplinary/transdisciplinary approach.

4.8. Legitimacy:

Get acquainted with governmental policies, IP relevant laws (such as cybercrime, IP rights, etc.) and institutional rules and regulations.

4.9. Animal Care:

Depict appropriate respect and care for animals when using them in research by following the relevant norms of the UGC/Committee for the purpose of Control and

Supervision of Experiments on Animals (CPCSEA)/Government [2]. Needless or poorly framed animal experiments shall be discouraged.

4.10. Human Subjects Protection:

While conducting research on human related subjects reduce troubles, risks and make the most of the benefits; respect human decorum, privacy, and independence; take requisite particular safety measures with susceptible populations; and endeavour to distribute the profits and troubles of research honestly.

5. Composition of CER:

The composition of CER shall be:

Sr. No.	Designation	Position
1	Principal	Chairperson
2	Vice Principal	Member
3	Faculty Representative amongst members RAC	Members
4	Senior Faculty Member nominated by Principal	Member Secretary

6. Review and Implementation:

The "Code of Ethics for Research" shall be reviewed periodically by taking into consideration the various situations, time to time guidelines from UGC, Govt. of Maharashtra, Parent University, etc. The "Code of Ethics for Research" shall be implemented in letter and spirit.

References:

1. A. Shamoo and D. Resnik, "Responsible Conduct of Research", New York: Oxford University Press, 2nd ed., 2009
2. https://www.ugc.gov.in/pdfnews/6686154_guideline.pdf




Principal
PRINCIPAL
Rajarshi Shahu Mahavidyalaya, Latur
(Autonomous)



शिव छत्रपती
शिक्षण संस्था
लातूर

॥ आरोह तमसो ज्योतिः ॥

स्थापना - १९७०

