

The Prabodhan Shikshan Prasarak Sanstha's

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)



**The Prabodhan Shikshan Prasarak Sanstha's
Rajendra Mane College of Engineering and Technology
Ambav (Devrukh)**

CODE BOOK

The Prabodhan Shikshan Prasarak Sanstha's

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**Rajendra Mane College of Engineering and Technology Ambav
(Devrukh)**

About Sanstha

Prabodhan Shikshan Prasarak Sanstha is a registered Public Charitable Trust registered under the Public Trust act 1950 (Regn. No. E-697 Ratnagiri, dated 7th June 1995). The Trust has been carrying on its activities for last two decades mainly in the field of education. It is the able chairmanship of Hon. Shri. Ravindraji Mane (Former Minister of State, Government of Maharashtra) who laid down the foundation stone of Rajendra Mane College of Engineering and Technology at Ambav (Devrukh) in 1998. The college is approved by AICTE, New Delhi, recognized by Directorate of Technical Education, Maharashtra and affiliated to University of Mumbai. RMCET is one of the premier colleges which has created its niche in Konkan region. The 31.15 acres area of the college campus is situated at Ambav (Devrukh), Ratnagiri district surrounded by lush green hills of Sahyadri (Western Ghat) ranges and is a temple for technical education

About Institute

The Prabodhan Shikshan Prasarak Sanstha's Rajendra Mane College of Engineering and Technology, Ambav was established in the year 1998, with the sole objective to promote education for the people of the Konkan region and also work for the welfare and upliftment of society. In the 19th glorious year since establishment, the incorporated campus of RMCET has developed into a desired destination for quality technical education for the students. The College conducts five disciplines of UG in Engineering viz. Automobile, Computer, Electronics and Telecommunication, Information Technology and Mechanical Engineering and a PG programme i.e. Master of Management Studies (MMS). The college has developed necessary Infrastructure and Amenities coupled with encouraging setting for academic recreation of students. The vision of the college is to empower the rural youth for better employment by providing quality engineering and management education.

CODE BOOK

INDEX

| Sr.No. | Perticulars | Page No. |
|---------------|--|-----------------|
| 1 | Intent of Institute | |
| 2 | Institute Policy Towards Accomplishment of Mission, Goals and Objectives | |
| 3 | Committees in Institute | |
| 4 | Dress Code for Students | |
| 5 | Library Rules | |
| 6 | Women's Sexual Harassment Prevention Cell | |
| 7 | Code of conduct for Faculty | |

The Prabodhan Shikshan Prasarak Sanstha's

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

The Prabodhan Shikshan Prasarak Sanstha's

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

Vision

To empower the rural youth for better employment by providing engineering and management education.

Mission

- To prepare all students for successful career based on Strong Moral and Ethical Foundation.
- To produce quality engineers by providing state of the art engineering education
- To impart personality development skills to students that will help them to succeed.
- To encourage and facilitate faculty and students to work together across discipline boundaries.
- To bring up mutually beneficial partnerships with Alumni, Industry and Institutes.

Goal

- To become one of the most progressive and innovative knowledge hub in Konkan region.
- To become a student centric institute, where academics is followed with utmost passion and sincerity.
- To attract, retain and develop faculty for promoting lifelong learning.
- To develop graduates for employment, entrepreneurship and research.
- To conduct sequential courses and training programs in collaboration with training institutes.

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

INSTITUTE POLICIES TOWARDS ACCOMPLISHMENT OF

MISSION/GOAL

Attendance

- In the view of rule prescribed by the university, making 75% attendance is must for every student
- Appointing faculty as a class coordinator for each class responsible for recording, monitoring and calculating the attendance of each student month wise.
- Communicating attendance performance of students to student's parents for taking action/steps to punish absentee to improve attendance level.
- Exempting the student to remain absent in genuine cases with prior intimation/permission.

Pedagogy

- Preparation of teaching plan with adequate supporting reading materials (reference book, journals etc.)
- For understanding of subject use of ICT and audio-visual aids facilitating teaching learning process.
- Industry visit, exposing students to real life situation and better industry academic interaction.
- Free library & internet facility.

Student performance Appraisal

- Transparent evaluation methods and process.
- Personality development.
- Student's employability enhancement.
- Preparing students for campus interviews.
- Soft skill enhancements.
- Opportunity to student to voice their grievances, problems difficulties.
- Transparent evaluation methods and process.

CODE BOOK

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

Stakeholder

- Developing cordial relationship with the stakeholders.
- Arranging alumni meet to solicit their views ideas for betterment of institute.
- Arranging parent meet to solicit their views ideas for betterment of institute.

Discipline

- High priority to maintain discipline in and around the campus.
- Wearing I-Cards on Campus is compulsory.
- Wearing of Uniform / Formal Dress Code is expected at all times while representing college
- Maintaining Cleanliness in classrooms, Computer Labs, Library and Institute premises
- In case of events of academic activities like seminar, paper presentation etc. outside the Institute, attendance will be granted, upon prior approval of the coordinator.
- Use of cell phones in the class rooms for speaking, texting, etc. is strictly prohibited in the class
- Students are not permitted to enter or leave the class during the session without the consent of the faculty.
- When the session is in progress eatables/ beverages are strictly prohibited in the class.
- Participation and attendance in Co-curricular / Extra-curricular activities is encouraged.

Examination:

- Attendance for internal & end semester examination is mandatory.
- Hall Ticket & Identity Card are must, without which student is not allowed to take the Examination.
- Student should present in examination hall in prescribed time.
- Use of Writing- Pad is not allowed during Examination.
- Use of Programmable Calculator is not allowed during Examination.
- Students should get assessed internal examination paper for verification.

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

Students Committee:

- Institute undertakes various activities under various committees.
- The nature and scope of respective committees would be decided by faculty coordinator in consultation with the Principal of Institute.
- At the end of academic year submission of detailed committee activity report is mandatory signed by all committee member and faculty coordinator.

| 1) Internal Quality Assurance Committee | | |
|--|------------------------------|--------------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | Chairperson- Principal |
| 2 | Mr. Satpute Deepak M. | Co-ordinator |
| 3 | Dr. Deo S. A. | External Expert |
| 4 | Ms. Mane J. R. | Management (Director) |
| 5 | Mr. Deo Sameer | Industry Representative |
| 6 | Mr. Bodhe Rahul | Alumni Representative |
| 7 | Mr. Shedage Nitin | Local Society |
| 8 | Mr. Sudesh Gotad | Parents' Representative |
| 9 | Ms. Rao Tejal | Students' Representative |
| 10 | Dr. Waghmare S.N. | Committee Member |
| 11 | Mr. Joshi V.S. | Committee Member |
| 12 | Mr. Dethe S.D. | Committee Member |
| 13 | Mr. Shelar Padmnabh | Committee Member |
| 14 | Mr. Surve Pramod S. | Committee Member |
| 2) Alumni Association | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Prof. I.A. Shikalgar | Head of Committee |
| 3 | Mr. Surve Pramod S. | Committee Member |
| 4 | Mr. Joshi Vishwanath S. | Committee Member |
| 5 | Mr. Dongare Vaibhav K | Committee Member |
| 6 | Mr. Joshi P. S. | Committee Member |
| 7 | Ms. Mangale Snehal | Committee Member |
| 8 | Mr. Burshe Guruprasad | Committee Member |
| 9 | Mr. Mane Prasad L | Committee Member |
| 10 | Mr. Bodhe Rahul Ramesh | Committee Member |
| 11 | Mr. Shedge Nitin Ravindra | Committee Member |
| 12 | Mr. Khochare Rahul Ramhari | Committee Member |
| 13 | Mr. Jagushte Nilesh Yashwant | Committee Member |
| 14 | Mr. Dongare Hemant P. | Committee Member |

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| 3) Anti Ragging Committee | | |
|--|------------------------------|-------------------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. S.L. Patil | P.I. - Devrukh Police Station |
| 3 | Mr. Sagar Mulye | Reporter |
| 4 | Dr. Sandesh Pawar (B.A.M.S.) | Medical Officer, RMCET |
| 5 | Mr. Shelar P.P. | Office Superintendent |
| 6 | Mr. Gosavi M.K. | Head of Committee |
| 7 | Mr. Rajopadhye Rahul D | Committee Member |
| 8 | Ms. Padhye Geeta | Committee Member |
| 9 | Mr. Chavan Ajit P | Parent Representative |
| 10 | Mr. Gandhi Omkar U. | Student Representative |
| 4) Budget & Finance Committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr.M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Adure Sunil P. | Head of Committee |
| 3 | Mr. P.S. Surve | Asst. Head of Committee |
| 4 | Mr.P.P. Shelar | Committee Member |
| 5 | Mr. Tatugade Ajit | Committee Member |
| 6 | Dr. S.N. Waghmare | Committee Member |
| 7 | Mr. Gadkari M.Y. | Committee Member |
| 8 | Mr. Rajopadhye Rahul D | Committee Member |
| 9 | Mr. Jadhav Sudarshan | Committee Member |
| 10 | Mr. V.S. Joshi | Committee Member |
| 11 | Mr. J.M.Khairnar | Committee Member |
| 5) Building Committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. G.S. Jagushte | Head of Committee |
| 3 | Mr. P.P. Shelar | Committee Member |
| 4 | Mr. Shinde Sachin | Committee Member |
| 5 | Mr. Mane Prasad L | Committee Member |

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| 6) Career Guidance Cell | | |
|---|------------------------|--------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Manchekar N.N. | Head of Committee |
| 3 | Mr. Parkar V.V. | Committee Member |
| 4 | Mr. Waikar P. D. | Committee Member |
| 5 | Mr. Prabhavalkar M. S. | Committee Member |
| 7) Cultural Committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Jagushte Ganesh | Head of Committee |
| 3 | Mr. Ashish Suware | Committee Member |
| 4 | Mrs. Sawant G.N. | Committee Member |
| 5 | Mrs. Parulekar V.W. | Committee Member |
| 8) Entrepreneurship Development Cell | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Dhole N.S. | Head of Committee |
| 3 | Mr. Javir A.V | Committee Member |
| 4 | Mr. Shikalgar I.A. | Committee Member |
| 5 | Mr. Gosavi M.K. | Committee Member |
| 6 | Mr. Shinde Milind M. | Committee Member |
| 9) Faculty Development Cell | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Kshirsagar P.R. | Head of Committee |
| 3 | Mr. Magadum P.G. | Committee Member |
| 4 | Mr. Burshe G.V. | Committee Member |
| 5 | Mr. Gurav V.S. | Committee Member |
| 6 | Mr. Shinde M.M. | Committee Member |
| 7 | Mr. Gadre O.S. | Committee Member |
| 8 | Mr. Kharinar J.M. | Committee Member |

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| 10) Grievance Rederessal Cell | | |
|--|-------------------------|------------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. V.S. Joshi | Head of Committee |
| 3 | Mr. L.S. Naik | Committee Member |
| 4 | Dr. S.N. Waghmare | Committee Member |
| 5 | Mr. Tatugade Ajit | Committee Member |
| 6 | Mr. Gadkari M.Y. | Committee Member |
| 7 | Mr. Satpute Deepak M. | Committee Member |
| 8 | Mr. Rajopadhye Rahul D | Committee Member |
| 11) Hostel & Mess Committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr.M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Raut A.S. | Head of Committee |
| 3 | Ms. Bagayatkar K.M. | Committee Member |
| 4 | Mr. Shelar P.P. | Committee Member |
| 5 | Mr. Shinde Sachin R. | Committee Member |
| 6 | Mr. Yadav Samir R. | Committee Member |
| 12) ISTE Student Chapter | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. P.S. Gamare | Head of Committee |
| 3 | Mr. R.V. Dandage | Committee Member |
| 4 | Mr. Burshe G.V. | Committee Member |
| 5 | Mr. Gadre Omkar S | Committee Member |
| 6 | Mr. Gawade Rishikesh | Student Representative |
| 7 | Mr. Kokate Suyog | Student Representative |
| 8 | Mr. Borkar M. M. | Student Representative |
| 9 | Mr. Sawant Ahbishek | Student Representative |
| 13) Magazine committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Waikar P.D. | Head of Committee |
| 3 | Mr. Javir A.V | Committee Member |
| 4 | Ms. Ghubade patil P. S. | Committee Member |
| 5 | Mr. Parkar V.V. | Committee Member |
| 6 | Mrs. Parulekar V.W. | Committee Member |
| 7 | Mr. Dethé S.D. | Committee Member |
| 8 | Mr. Suware Ashish | Committee Member |
| 9 | Mr. Kolekar S.S. | Committee Member |

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| | | |
|----|--------------------|------------------|
| 10 | Ms. R.T. Ghate | Committee Member |
| 11 | Mr. Prabhu M.R. | Committee Member |
| 12 | Mr. Rawool Swapnil | Committee Member |
| 13 | Mr. Anerao P.P. | Committee Member |

14) Media Committee

| Sr No. | Members Name | Designation |
|--------|------------------------|-------------------|
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. M.S. Prabhavalkar | Head of Committee |
| 3 | Mr. Aniket V. Surve | Committee Member |
| 4 | Mr. Khairnar J.M. | Committee Member |
| 5 | Ms. Padhye Geeta | Committee Member |
| 6 | Ms. Kamble Shubhangi B | Committee Member |
| 7 | Mr. Gamare P.S. | Committee Member |

15) Nature Club

| Sr No. | Members Name | Designation |
|--------|-----------------------|-------------------|
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. M.S. Prabhavalkar | Head of Committee |
| 3 | Mr. Wafelkar G.V. | Committee Member |

16) Parents / Teachers Association

| Sr No. | Members Name | Designation |
|--------|----------------------|-------------------|
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Gurav V.S. | Head of Committee |
| 3 | Mr. Parkar V.V. | Committee Member |
| 4 | Mr. Dongare V.K. | Committee Member |
| 5 | Mr. Burshe G.V. | Committee Member |
| 6 | Mr. Rawool Swapnil | Committee Member |
| 7 | Ms. Pagarkar Masooma | Committee Member |

17) Training & Placement Cell

| Sr No. | Members Name | Designation |
|--------|----------------------|-------------------|
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Joshi P.S. | Head of Committee |
| 3 | Mr. Manchekar N.N. | Committee Member |
| 4 | Mr. Prabhu M.R. | Committee Member |
| 5 | Mr. Burshe G.V. | Committee Member |
| 6 | Mr. Dandage R.V. | Committee Member |
| 7 | Mr. Shinde Milind M. | Committee Member |

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| 18) Purchase Committee | | |
|--|--------------------------------------|---------------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. S.P. Adure | Head of Committee |
| 3 | Mr.P.P. Shelar | Asst. Head of Committee |
| 4 | Dr. Waghmare S.N. | Committee Member |
| 5 | Mr. Gadkari M.Y. | Committee Member |
| 6 | Mr. Rajopadhye Rahul D | Committee Member |
| 7 | Mr. Surve Pramod S. | Committee Member |
| 8 | Mr. Jadhav Sudarshan | Committee Member |
| 19) R & D Consultancy Cell | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Naik Laxman | Head of Committee |
| 3 | Mr. Khandekar S.B. | Committee Member |
| 4 | Mrs. Kshirsagar P.P. | Committee Member |
| 5 | Mr. Wategaonkar Rahul | Committee Member |
| 6 | Dr. Mahesh Burshe (Ext. Ind. Expert) | Committee Member |
| 20) R.T.I. Committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | Appealing Officer |
| 2 | Mr.P.P. Shelar | Inforamation Officer |
| 3 | Mr. M.V.Mane | Asst. Inforamtion Officer |
| 21) Sexual Harassment Prevention Cell (WDC) | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mrs. Kshirsagar P.P. | Head of Committee |
| 3 | Mr.P.P. Shelar | Asst. Head of Committee |
| 4 | Ms. Padhye Geeta | Committee Member |
| 5 | Ms. Mangale S.R. | Committee Member |
| 6 | Ms. Ghate R.T. | Committee Member |
| 7 | Ms. Naik I.A. | Student Representative |
| 8 | Ms. Varadkar A.G. | Student Representative |
| 9 | Ms. Chavan Siddhi | Student Representative |
| 10 | Adv. Kulkarni Vanita S | Advocate |
| 11 | Mrs. Tambade Vijaya Suhas | Lady Police Officer |
| 12 | Mrs. Raut Vanita S. | Committee Member |
| 13 | Mrs. Bacchav Asha S. | Committee Member |

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| 22) Sports committee | | |
|------------------------------|----------------------------|------------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Surve S.S. | Head of Committee |
| 3 | Mr. Magadam P.G. | Committee Member |
| 4 | Mr. Yadav Samir R. | Committee Member |
| 5 | Mr. Jagushte Ganesh | Committee Member |
| 6 | Mr. Mahadik R. R. | Committee Member |
| 7 | Mr. Dhuri Jitesh Ankush | Student Representative |
| 23) Web Designing | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Prabhu M.R. | Head of Committee |
| 3 | Mr. Manchekar N.N. | Committee Member |
| 4 | Mr. Shikalgar I.A. | Committee Member |
| 5 | Mr. Khandekar S.B. | Committee Member |
| 6 | Mrs. Ghate R.T. | Committee Member |
| 24) NSS Committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Belekar Rahul | Head of Committee |
| 3 | Mrs. Vismayee W. Parulekar | Committee Member |
| 4 | Mr. Suresh Kolekar | Committee Member |
| 5 | Mrs. Kamble Shubhangi B. | Committee Member |
| 6 | Mr. Raut A.S. | Committee Member |
| 7 | Mr. Yadav Samir R. | Committee Member |
| 25) Library Committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr.M.M. Bhagwat | Chairman |
| 2 | Mr. Khairnar J.M. | Member Secretary |
| 3 | Mrs. Kamble Shubhangi B. | Committee Member |
| 4 | Mr. Wafelkar G.V. | Committee Member |
| 5 | Mr. Prabhu M.R. | Committee Member |
| 6 | Mr. Raut A.S. | Committee Member |
| 7 | Mr. Dethe S.D. | Committee Member |
| 8 | Ms. Pagarkar Masooma | Committee Member |

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| 26) Industry Institute Interaction Cell | | |
|---|---------------------------|--------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Dandge Rahul | Head of Committee |
| 3 | Mr. Surve Sumit S. | Committee Member |
| 4 | Mr. Waikar P.D. | Committee Member |
| 5 | Mrs. Sawant Geetanjali S. | Committee Member |
| 27) Stock Verification & Write Off Committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Joshi Vishwanath S. | Head of Committee |
| 3 | Mr. Jagushte Ganesh | Committee Member |
| 4 | Mr. Shelar Padmnabh | Committee Member |
| 5 | Mr. Surve Pramod S. | Committee Member |
| 28) Anti Ragging Squad | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Yadav Samir R. | Head of Committee |
| 3 | Mr. Shelar Padmnabh | Committee Member |
| 4 | Mr. Tatugade Ajit A. | Committee Member |
| 5 | Mr. Gadkari M.Y. | Committee Member |
| 6 | Mr. Satpute Deepak M. | Committee Member |
| 7 | Mr. Jadhav Sudarshan | Committee Member |
| 8 | Mr. Rajopadhye Rahul D | Committee Member |
| 9 | Mr. Waghmare S.N. | Committee Member |
| 10 | Ms. Padhye Geeta | Committee Member |
| 11 | Mr. Pravin S. Kadam | Committee Member |
| 12 | Mr. Sawant Vinayak | Committee Member |
| 13 | Mr. Tawade Sunil. | Committee Member |
| 14 | Mr. Sawant Mahesh. | Committee Member |
| 15 | Mr. Karande Chandrakant | Committee Member |
| 16 | Mr. Kadam Shrikant | Committee Member |
| 17 | Mr. Bane Santosh | Committee Member |
| 18 | Mr. Bhare Sunil | Committee Member |
| 19 | Mr. Kundan Shinde | Committee Member |
| 20 | Mr. Kanchan Pendhari | Committee Member |

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| 29) Staff Selection Committee | | |
|--------------------------------------|------------------------|--------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr.P.P. Shelar | Committee Member |
| 3 | Mr. Rajopadhye Rahul D | Committee Member |
| 4 | Mr. Gadkari M.Y. | Committee Member |
| 5 | Mr. Tatugade A. J. | Committee Member |
| 6 | Dr. Waghmare S.N. | Committee Member |
| 7 | Mr. Satpute D.M. | Committee Member |
| 8 | Mr. Jadhav Sudarshan | Committee Member |
| 9 | Mr. M.V.Mane | Committee Member |

| 30) SC/ ST Committee | | |
|-----------------------------|-----------------------------|--------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr.P.P. Shelar | Head of Committee |
| 3 | Mr. Mane Manoj V. | Committee Member |
| 4 | Mr. Gamare Pralhad | Committee Member |
| 5 | Mr. Javir Arun | Committee Member |
| 6 | Ms. Kamble Shubhangi | Committee Member |
| 7 | Mst. Khade Viresh (FE-AUTO) | Committee Member |

| 31) Internal Complaint Committee | | |
|---|--------------------------|------------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Ms. Bagayatkar K.M. | Head of Committee |
| 3 | Mr. Prabhavalkar M. S. | Committee Member |
| 4 | Ms. Ghubade patil P. S. | Committee Member |
| 5 | Mr. Mane Manoj V. | Committee Member |
| 6 | Adv. Kulkarni Vanita S | Committee Member |
| 7 | Mrs. Bachav Asha | Committee Member |
| 8 | Mr. Pendhari Dattaram | Student Representative |
| 9 | Ms. Gangan Nikita Ramesh | Student Representative |
| 10 | Ms. Samant Prathvi A | Student Representative |

| 32) Student Council Cell | | |
|---------------------------------|---------------------|--------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Kolekar S.S. | Head of Committee |
| 3 | Mr. Belekar Rahul | Committee Member |

CODE BOOK

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| | | |
|----|------------------------------|------------------------|
| 4 | Mr. Shikalgar I.A. | Committee Member |
| 5 | Mr. Modkar Prasad | Student Representative |
| 6 | Mr. Vishwakarma Suryasourabh | Student Representative |
| 7 | Ms. Kadam Karishma | Student Representative |
| 8 | Mr. Mane Siddhart | Student Representative |
| 9 | Ms. Patole Narmada | Student Representative |
| 10 | Mr. Patil Nikhil | Student Representative |
| 11 | Mr. Gadkari Rafik | Student Representative |
| 12 | Ms. Varadkar Akshata | Student Representative |
| 13 | Mr. Chavan Vaibhav | Student Representative |
| 14 | Mr. Vaidhy Chaitanya | Student Representative |
| 15 | Mr. Mandal Sanjeev | Student Representative |
| 16 | Ms. Tendulkar Akshata | Student Representative |
| 17 | Mr. Surve Raj | Student Representative |
| 18 | Mr. Ghanekar Prathamesh | Student Representative |
| 19 | Mr. Desai Sameer | Student Representative |

33) Institute Induction Program Cell

| Sr No. | Members Name | Designation |
|--------|----------------------|-------------------|
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Dethe S.D. | Head of Committee |
| 3 | Mrs. Parulekar V.W. | Committee Member |
| 4 | Mrs. Kshirsagar P.P. | Committee Member |
| 5 | Mr. Dongare Vaibhav | Committee Member |
| 6 | Ms. Mangle Snehal R. | Committee Member |
| 7 | Mr. Kolekar S.S. | Committee Member |

34) Admission Cell

| Sr No. | Members Name | Designation |
|--------|-------------------------|-------------------|
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Dongare Vaibhav | Head of Committee |
| 3 | Mr. Kshirsagar P.R. | Committee Member |
| 4 | Mr. Parulekar Vismayi | Committee Member |
| 5 | Mr. Khandekar S.B. | Committee Member |
| 6 | Mr. Wafelkar G.V. | Committee Member |
| 7 | Mr. Prabhu M.R. | Committee Member |
| 8 | Mrs. Kshirsagar P.P. | Committee Member |
| 9 | Ms. Kamble Shubhangi B. | Committee Member |
| 10 | Mr. Magdum P.G. | Committee Member |
| 11 | Mr. Mane Prasad L | Committee Member |
| 12 | Mr. Javir Arun V. | Committee Member |

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

| 35) Attendance Monitoring Committee | | |
|--|----------------------|--------------------|
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Javir Arun V. | Head of Committee |
| 3 | Mr. Gamare P.S. | Committee Member |
| 4 | Mr. Adure Sunil P. | Committee Member |
| 5 | Mr. Wafelkar G.V. | Committee Member |
| 6 | Mrs. Parulekar V.W. | Committee Member |
| 36) NAAC Stearing Committee | | |
| Sr No. | Members Name | Designation |
| 1 | Dr. M.M. Bhagwat | PRINCIPAL |
| 2 | Mr. Satpute D.M | Head of Committee |
| 3 | Mr. Magdum P.G. | Committee Member |
| 4 | Ms. Bagayatkar K.M. | Committee Member |
| 5 | Mr. Khandekar S.B. | Committee Member |
| 6 | Mr. Gamare P.S. | Committee Member |
| 7 | Ms. Mangle Snehal R. | Committee Member |
| 8 | Mr. Joshi V.S. | Committee Member |
| 9 | Mrs. Kshirsagar P.P | Committee Member |

Dress Code for Students:

For Boys:

Boys have to wear white shirt & black trouser on every Thursday & during committee visits.

For Girls:

Girls have to wear white shirt & black trouser or white kurta & black leggings on every Thursday & during committee visits.

Library Rules:

A) Rules for Library Reading Hall

1) Always carry your library membership card /I –card in the library.

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Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

2. Do not damage any material.
3. Students shall produce his/her I card whenever demanded in the library.
4. Do not move furniture.
5. Maintain perfect silence.
6. Membership Card and I Card not transferable.
7. Enter your name & Sign in the register kept at entrance counter before entering into the library.
8. Switch your mobile phone.
9. Outsiders are not allowed.
10. Inform the librarian if anyone is found involved in any suspicious activities in the library.
11. Defaulter /disobeyed students can be detained.
12. Keep your library clean.

B) Rules and Regulations

1. Searching of book sold be through OPAC/EPAC System available at library entrance.
2. The issued Books/Journals once cannot be taken inside the library beyond issue counter,
3. Do not tear, fold or write anything on the pages of the books, Journals and Magazines.
4. Student should submit their borrow card at the counter to get books issue to them.
5. Borrow card are strictly "Nontransferable" immediately

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6. Students may retain books for a period not exceeding 15 days.
7. A book issued can be renewed on or before the due date, "Once" again for a period of 15 days only.
8. Books may renewed on request. If not required by other or on special permission of the librarian.
9. Failure to return book in time shall render the borrower fine of Rs. 1/- per volume per day from the date when the book was due for return.
10. "No Dues" Certificate will not be granted to students / staff unless I Card are surrendered to the library.
11. Students should enter their name and put their signature on the gate register.
12. Help to keep the book fresh and clean.
13. Keep our bags, personal reading material & other belongings on property counter outside the library. The library staff is not responsible for any loss or damage of the student belongings.
14. If books are loss, then the reader shall replace the books of the same edition or latest edition or pay three time cost of book after getting permission from librarian.
15. The Librarian may recall any book from any member at any time & the member shall return the same immediately.
16. Students require handle the books/ Journals very carefully, marking with pencil, writing or highlighting, tearing the page or mutilating the same in any other way will be viewed very seriously. In such case reader shall be held responsible unless these are brought to the notice of the library staff at the time of issue.
17. If you have any suggestion the drops your suggestion in suggestion box.

C) Rules for Internet Usages

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1. Users are allowed to use the internet for education purpose only
2. Registered users are only allowed,
3. Downloading of contains other than Academic is not allowed.
4. Do not make any changed in computer settings,
5. User should not remove, damage any Hardware etc.

C) Reference and Journals Section

1. This section allows total open access to all the students.
2. Students should observe silence in this section
3. Do not write anything on books issues on journals and bound volumes. Use them carefully since we cannot replace them easily.
4. Reference material should not be taken outside the library.

Students Grievance:

1. College has constituted Grievance Redressal Cell to address and resolve the grievances of the students. For receiving the grievances of the Students online portal has been created and the link of the same is provided on the College website.
2. Students have to first register himself/herself on the portal with following details
 1. Institute Code – 3202,
 2. Name, Address, Mobile No.
 3. Email ID (Email ID will be your user ID)
 4. Name and mobile No. of the parent

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

5. College Registration No.

3. Total 18 faculty/committee heads have been identified to categorize the grievances of the students.
4. After registration, student can register his/her grievance related to any of these categories online through the portal.
5. After receiving the grievance, concerned head of the committee will initiate the action against the grievance received and provide the solution to the same. The committee head will then submit the action taken report to GRC head and the same will be communicated to the concerned student through portal.
6. If the solution to be provided to grievance received is not under the capacity of the committee head, it will be discussed in the GRC meeting to provide appropriate solution.

Women's Sexual Harassment Prevention Cell:

Roles & Functions:

1. **Ensure protection** of girls/women from sexual harassment studying/working in the premises
2. **Examine complaints** against sexual harassment or sexual discrimination (if any), and take necessary remedial measures wherever possible.
3. Provide a forum for exchange of ideas
4. Encourage involvement of girl students & ladies staff through cultural & outreach activities such as talks, seminars, poster competition, dramas, street play etc.
5. **Hold regular meetings** twice in a semester even if there are no complaints
6. **Organize functions** for students, faculty and staff regarding their rights

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

7. **Women's Magazine Facility** in Girl's Common Room

8. **Suggestion Box Facility** in Girls common room

9. **Sakhi Box facility** in Girls common room

Responsibilities:

1. Take necessary remedial measures against sexual harassment or sexual discrimination.
2. Provide counseling and moral support to girl students
3. Organize various events & talks on women empowerment, gender equality etc.
4. Work on the suggestions given by girl students.

Code of conduct for Faculty:

1. Teaching, planning and implementation of instructions received from Head / principal.
2. Developing resource material for teaching and learning
3. Evaluations of tutorials, assignments, journals, answer papers
4. Students counseling, encouragement to improve their attainments, develop their personality.
5. Help & guide students beyond their class hours.
6. Seek to make professional growth continuously through study & research.
7. Participate at least in one seminar/conference/workshop in an academic year
8. Assisting the conduct of College, University examinations, including supervision, invigilation and evaluation.
9. To send attendance records, letters regarding attendance and other activities.
10. Any other duties assigned by the Principal from time to time.

Rajendra Mane College of Engineering and Technology Ambav (Devrukh)

Code of conduct for Non-Teaching Staff

1. Every staff shall discharge his/her duties efficiently and diligently and shall conform to the rules and regulations.
2. Staff should seek to co-operate with their colleagues, providing support, help and guidance as required by them
3. Develop friendly and cooperative relationship with the faculty members
4. Provide full cooperation and support to the faculty members.
5. Treat their colleagues in the same manner.
6. Speak respectfully of other colleagues.
7. No Staff employed in Institute shall absent himself from his/her duties without prior permission.