



Date:-01/07/2018

ANTI RAGGING MEMBERS

NAME OF THE MEMBER	DESIGNATION
Dr.Sudha Rathod ✓	Principal Member Secretary
Mr.Sudhir Nadvekar ✓	Representative of Police, Sanpada Member
Mr.Namdev More ✓	Representative of Local Media Member
Dr.Mohib Khan ✓	Teaching staff Member
✓ Dr.Pradnya Palekar-Shanbhag	Teaching staff Member
✓ Dr.Vandana Jain	Teaching staff Member
Mrs.Surekha Gaikwad ✓	Non-Teaching staff Member
Mr.Ramchandra Kalel ✓	Non-Teaching staff Member
✓ Ms.Deepali Kumbhar	Non-Teaching staff Member
✓ Mr.Sunny Dubey	Representative of students Member
✓ Mr.Riddesh Ghogale	Representative of students Member
✓ Mr.Kazi Nabia	Representative of students Member
✓ Mr.Jitendra Patel	Representative of Parents Member

Sudha Rathod
Principal
Dr.Sudha Rathod

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY



Plot No 3,4,5, Sector - 2, Near Sanpada Railway Station, Sanpada, Navi Mumbai - 400705.

Tel. : 27758715 / 27752213 / 27751116 Fax : 022-27757159

E-mail : admin.ocp@oes.ac.in Website : www.ocp.edu.in



ORIENTAL EDUCATION SOCIETY'S
ORIENTAL COLLEGE OF PHARMACY

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OCP/2018-19/1452



Date- 19th March, 2019

NOTICE

All the members of Anti-Ragging Committee are hereby informed that there is a meeting to be held on 23rd of March, 2019 at 2:30 PM in office cabin.

All are required to be present for the meeting.


Chairman

Dr. (Mrs.) Sudha Rathod


ORIENTAL COLLEGE OF PHARMACY


Member & Secretary

Dr. (Mr.) Mohib Khan

Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705.

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Anti-Ragging Committee Academic Year 2018-2019			
Sr.No	Name Of Member	Designation	Signature
1	Dr. (Mrs.) Sudha Rathod	Principal-Oriental College Of Pharmacy	<i>S Rathod</i>
2	Mr.Sudhir Nagave	Representative of Civil & Police Sanpada	
3	Mr.Namdev More	Representative of Local Media, Lokmat Newspaper	
4	Dr.Mohib Khan	Co-ordinator IQAC	<i>M Khan</i>
5	Dr.Pradnya Palekar-Shanbag	Representative Senior Faculty Member	<i>Palekar</i> 19/3/19
6	Dr.Deepali Gangrade	Representative Senior Faculty Member	<i>Leave</i>
7	Mrs.Surekha Gaikwad	Office Superintendent	
8	Ms.Deepali Kumbhar	Representative of Non-Teaching Staff	<i>Kumbhar</i>
9	Mr.Sunny Dubey	Representative of First Year B.Pharmacy Students	<i>Sunny Dubey</i>
10	Mr.Riddhesh Ghogale	Representative of Third Year B.Pharmacy Students	<i>R Ghogale</i>
11	Ms.Kazi Nabila	Representative of Third Year B.Pharmacy Students	<i>Nabila</i>
12	Mr.Jitendra Patel	Representative of Parents	

*12/12/18
Subscribed*

Parents

Agenda:

1. To review and confirm under previous meeting.
2. To resolve ragging incident if any.
3. Any matter with permission to chairman.

S Rathod
19/3/19
Principal
Dr. (Mrs.) Sudha Rathod
PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY

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Ref No.OCP/18-19/1494

Date- 19th March, 2019

To,

The Concern Authority,

Representative of Local Media, Lokmat, Newspaper,

Sanpada, Navi Mumbai (400705).

Subject- Anti-Ragging Committee Meeting.

Dear Sir,

With reference to the subject stated above, the Anti-Ragging Committee meeting for the Academic Year 2018-2019 is going to be held on 23rd of March, 2019 at 2:30 PM in office cabin, Sanpada, Navi Mumbai.

Thanking you,

S. Rathod

Principal

Dr. (Mrs.) Sudha Rathod

PRINCIPAL

ORIENTAL COLLEGE OF PHARMACY

Agenda:

1. To review and confirm under previous meeting.
2. To resolve ragging incident if any.
3. Any matter with permission to chairman.



20/3/19

Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705.
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Ref No.OCP/18-19/1493

Date- 19th March, 2019

To,
The Senior Police Inspector,
Representative of Civil & Police,
Sanpada, Navi Mumbai (400705).

Subject- Anti-Ragging Committee Meeting.

Dear Sir,

With reference to the subject stated above, the Anti-Ragging Committee meeting for the Academic Year 2018-2019 is going to be held on 23rd of March, 2019 at 2:30 PM in office cabin, Sanpada, Navi Mumbai.

Thanking you,

S. Rathod
Principal

Dr. (Mrs.) Sudha Rathod

PRINCIPAL

ORIENTAL COLLEGE OF PHARMACY

Agenda:

1. To review and confirm under previous meeting.
2. To resolve ragging incident if any.
3. Any matter with permission to chairman.

Sodhay
पोलीस ठाणे अंमलदार
मानपाडा पोलीस ठाणे,
नवी मुंबई.

Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705.

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Anti Ragging Squad

Reference: F.No.37-3/Legal/AICTE/2009

This is in reference to the All India Council for Technical Education, New Delhi, Notification, dated 01-07-2009; an Ant Ragging Squad is framed.

Constitution:

Sr.No	Name	Role in ARS	Designation
01	Dr. Sudha Rathod	Convener	Principal
02	Dr. Mohib Khan	Member	Vice Principal
03	Dr. Pradnya Shanbaugh	Member	Professor

Functions:

1. To conduct an on-the-spot enquiry into any incidents of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action.
2. To make surprise raids on hostels, and other places vulnerable to incidents and having the potential for ragging and shall be empowered to inspect such places.
3. To maintain vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times.

Date: 04th April 2019

Place: Oriental College of Pharmacy



Dr. Mohib Khan

Vice Principal



Date :23.03.2019

Attendance Anti-Ragging Committee Academic Year 2018-2019			
Sr.No	Name Of Member	Designation	Signature
1	Dr. (Mrs.) Sudha Rathod	Principal-Oriental College Of Pharmacy	<i>S Rathod</i> 23/3/19
2	Mr.Sudhir Nagave ✓	Representative of Civil & Police Sanpada	
3	Mr.Namdev More ✓	Representative of Local Media, Lokmat Newspaper	
4	Dr.Mohib Khan ✓	Co-ordinator IQAC	<i>M Khan</i>
5	Dr.Pradnya Palekar-Shanbhag ✓	Representative Senior Faculty Member	<i>Pradnya</i> 23/3/19
6	Dr.Deepali Gangrade	Representative Senior Faculty Member	
7	Mrs.Surekha Gaikwad ✓	Office Superintendent	<i>Surekha</i>
8	Ms.Deepali Kumbhar ✓	Representative of Non-Teaching Staff	<i>Deepali</i>
	Mr. Ramchandra Kalel ✓	Representative of Non-Teaching Staff	<i>Ramchandra</i>
9	Mr.Sunny Dubey ✓	Representative of Second Year B. Pharmacy Students	<i>Sunny Dubey</i>
10	Mr.Riddhesh Ghogale ✓	Representative of Final Year B. Pharmacy Student	<i>Riddhesh</i>
11	Ms.Kazi Nabila ✓	Representative of Final Year B. Pharmacy Student	<i>Nabila</i>
12	Mr. Vashishth Tiwari ✓	Representative of Parents (First year Kaustab Tiwari father)	<i>Vashishth</i>

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Friday, March 29, 2019

Anti-Ragging Committee Meet

An Anti-Ragging Committee Meet was held in Principal Cabin, on 23rd March 2019 at 2.30 pm. Following members were present for the Meet.

Sr Nr	Name of person	Designation	Role in the committee
01	Dr. Sudha Rathod	Principal	Chairman
02	Dr. Mohib Khan	Vice Principal	Member Secretary
03	Dr. Pradnya Shanbhag	Professor	Member
04	Mrs. Surekha Gaikwad	Office Superintendent	Member
05	Mr. Ramchandra Kalel	Senior Clerk	Member
06	Mr. Sunny Dubey	Student Representative	Member
07	Mr. Vashisht Tiwari	Parents Representative	Member

Letters to Editor, Lokmat Times and Senior Police Inspector, Sanpada Police Station were issued to attend the Meet. Due to personal reasons, they did not turn up.

Minutes of the meeting

1. The meeting started with welcome words by the Chairperson.
2. Review of the last meeting was done.
3. Few points of the last meeting were confirmed, which are as follow.

A- An **Anti Ragging squad** is framed to contain following members

Dr. Sudha Rathod: Convener

Dr. Mohib Khan: Member

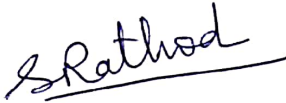
Dr. Pradnya Shanbaugh Member

B- It was said that Anti-Ragging squad will visit hostel shortly.

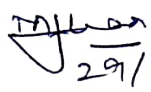
C- It was said that CCTV Camera should be there in Girls Common Room, Boys Common Room and M.Pharm Class Room.

D- It was informed No Any Incidence of Ragging Took Place.

The meeting ended with words of thanks.


Dr. Sudha Rathod
Chairman




29/03/2019
Dr. Mohib Khan,
Member Secretary

Plot No 3,4,5, Sector - 2, Near Sanpada Railway Station, Sanpada, Navi Mumbai - 400705.

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Academic Year 2018-9

Discipline Committee

Members	<ol style="list-style-type: none"> 1. Dr. Mrs. Sudha Rathod 2. Dr. Mohib Khan 3. Mr. S.K. Kar 4. Class In Charges 5. M. Pharm. Co-ordinator
Objective	To ensure that students follow rules and regulations of the college and the discipline of the college is maintained.
Duties	<ul style="list-style-type: none"> • Implementation of various rules and maintaining records about conduct of students • Appropriate action against defaulters • Warning call (monthly) to parent of defaulters • The committee activities should be carried out without any compromise on their regular academic duties. • Committee discussion and activities have to be routed and reported to the Principal..
	<ul style="list-style-type: none"> • On the first day of college, the student has to attend orientation program with his/her parents so as to get detailed information of college and courses. • The student is required to reach the college at least half an hour before the lecture/practical sessions. He/she cannot leave the college before time as given in the regular time table. Identity card is compulsory and shall be carried to college everyday without which the student will not get entry into the college. If any student damages property of college then he/she will be penalized by disciplinary committee. • Proper dress code should be followed by the students. It is to be noted that for girls, dresses above knee and singlets are not allowed. • Importantly, each ward and parent has to sign the

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Undertaking framed by the college comprising of Rules and Regulations of the University and College.

- **Minimum 85% attendance is compulsory and five marks are allotted for student's attendance per semester.**

Attendance percentage	Marks granted
Below 75	Zero
75-79	1
80-84	2
85-89	3
90-94	4
95-100	5

- Students failing in two theory subjects and one practical examination are only allowed for admission in the next academic year.
- If a student remains absent in either periodic theory test or periodic practical test then he/she will be considered absent and no retest will be conducted in such a situation. The student has to write the class test and complete assignments from time to time. Journals are required to be complete and checked on the same day of the practical session.
- The student is not allowed to use mobile phones in the College Premises. In any circumstances, if he/she is found using mobile phone, then it will be seized by College Authorities and will be returned back after completion of the academic year.
- The student should not indulge in any behavior or act that may come under the definition of ragging. He/she will not participate or propagate ragging in any form. He/she will not hurt anyone physically or psychologically or cause any other harm. If he/she is found guilty of any aspect of ragging/misbehavior, he/she may be punished as per the provision of UGC Regulations or as per the law in force.

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• While studying at the Institute, students will have to operate computers careful and observe all safety regulations and see that no damage is caused to self, others or to the Institute properly, machinery and equipment. In case it is found that they have caused any damage to the Institute properly they shall be required to reimburse or make good the damage caused.

• Students must conserve electricity and water. They must switch off lights & fans when they leave the class room.



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Discipline Committee

- It is part and parcel of

Anti - Ragging Committee

S. Rathod

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Date:-24/08/2019

Notice for Anti Ragging Committee Meet

Following members are hereby informed that there is a **Anti Ragging Committee Meeting** on
01/09/2019 at 2.30.00 p.m in the Principal Cabin.

Agenda of the meeting is enclosed

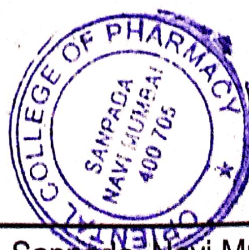
You are therefore required to attend the same on time.

Sr.No	Name of the Member	Designation	Role in the committee	Signature
1	Dr.Sudha Rathod	Principal-OCP	Chairman	
2	Dr.Mohib Khan	Co-ordinator IQAC	Members Secretary	
3	Dr.Pradnya Palekar-Shanbhag	Representative Senior Faculty members	Member	
4	Mr.Sudhir Nagave	Representative of Civil & Police Sanpada	Member	
5	Mr.Namdev More	Representative of Local Media, Lokmat Newspaper	Member	
6	Mrs.Surekha Gaikwad	Office Superintendent	Member	
7	Mr.Ramchandra Kalel	Representative of Non-teaching staff	Member	
8	Ms.Deepali Kumbhar	Representative of Non-teaching staff	Member	
9	Mr. Sunny Dubey Ms.	Representative of Third year B.Pharmacy students	Member	
10	Mr.Vashishth Tiwari	Representative of Parents	Member	

Agenda:-

1. To review and confirm minutes under previous meeting
2. To resolve ragging incident, if any
3. Any other matter with permission of chairman.

Dr.Mohib Khan



Members, Secretary
Plot No 3,4,5, Sector - 2, Near Sanpada Railway Station, Sanpada, Navi Mumbai - 400705.

Tel : 27758715 / 27752213 / 27751116 Fax : 022-27757159

**Anti Ragging Committee Meet**

An Anti Ragging Committee Meet was held in Principal Cabin, on 1st September, 2019 at 2.30 pm.

Following members were present for meet.

Sr.No	Name of the Member	Designation	Role in the committee	Signature
1	Dr.Sudha Rathod	Principal-OCP	Chairman	
2	Dr.Mohib Khan	Co-ordinator IQAC	Members Secretary	
3	Dr.Pradnya Palekar-Shanbhag	Representative Senior Faculty members	Member	
4	Mr.Sudhir Nagave	Representative of Civil & Police Sanpada	Member	-
5	Mr.Namdev More	Representative of Local Media, Lokmat Newspaper	Member	-
6	Mrs.Surekha Gaikwad	Office Superintendent	Member	
7	Mr.Ramchandra Kalel	Representative of Non-teaching staff	Member	
8	Ms.Deepali Kumbhar	Representative of Non-teaching staff	Member	
9	Mr. Sunny Dubey Ms.	Representative of Third year B.Pharmacy students	Member	
10	Mr.Vashishth Tiwari	Representative of Parents	Member	

Agenda:-

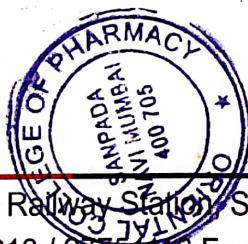
1. To review and confirm minutes under previous meeting
2. To resolve ragging incident, if any
3. Any other matter with permission of chairman.

Minutes of the meeting

1. The meeting started with welcome words by the chairman.
2. Review of the last meeting was done.
3. It was discussed to take precaution against ragging.
4. It was decided to take strict disciplinary action against culprits.
5. It was informed that no incidence of ragging took place.

The meeting ended with words of thanks.

Dr.Sudha Rathod
Chairman



Dr.Mohib Khan
Members Secretary

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Date:-07/01/2021

ACTION TAKEN REPORT

On the decision of **Anti Ragging Committee**

Sr. No	Decision	Action taken
1	Precaution against ragging	Installed CCTV cameras at vital places. Anti Ragging poster at all prominent places like library, canteen, hostel, common facilities etc.
2	Strict action against culprits	-



Date:-05/01/2021

Notice for Anti Ragging Committee Meet

Following members are hereby informed that there is a **Anti Ragging Committee Meeting** on 07/01/2021 at 11.00.00 a.m in the Principal Cabin.

Agenda of the meeting is enclosed

You are therefore required to attend the same on time.

Sr.No	Name of the Member	Designation	Role in the committee	Signature
1	Dr.Sudha Rathod	Principal-OCP	Chairman	
2	Dr.Mohib Khan	Co-ordinator IQAC	Member	
3	Dr.Pradnya Palekar-Shanbhag	Professor	Member	
4	Dr.Asish Dev	Assistant Professor	Member	
5	Mr.Sudhir Nagave	Representative of Civil & Police Sanpada	Member	-
6	Mr.Namdev More	Representative of Local Media, Lokmat Newspaper	Member	-
7	Mrs.Surekha Gaikwad	Office Superintendent	Member	
8	Mr.Ramchandra Kalel	Representative of Non-teaching staff	Member	
9	Mr. Sunny Dubey Ms.	Representative of Third year B.Pharmacy students	Member	
10	Mr.Vashishth Tiwari	Representative of Parents	Member	-

Agenda:-

1. To review and confirm minutes under previous meeting
2. To resolve ragging incident, if any
3. Any other matter with permission of chairman.

Principal
Dr.Sudha Rathod

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY





Date:-07/01/2021

Anti Ragging Committee Meet

An Anti Ragging Committee Meet was held in Principal Cabin, on 7th January, 2021 at 11.00 am.
Following members were present for meet.

Sr.No	Name of the Member	Designation	Role in the committee	Signature
1	Dr.Sudha Rathod	Principal-OCP	Chairman	
2	Dr.Mohib Khan	Co-ordinator IQAC	Members	
3	Dr.Pradnya Palekar-Shanbhag	Professor	Member	
3	Dr.Asish Dev	Assistant Professor	Member	
4	Mr.Sudhir Nagave	Representative of Civil & Police Sanpada	Member	
5	Mr.Namdev More	Representative of Local Media, Lokmat Newspaper	Member	
6	Mrs.Surekha Gaikwad	Office Superintendent	Member	
7	Mr.Ramchandra Kalel	Representative of Non-teaching staff	Member	
9	Mr. Sunny Dubey	Representative of Third year B.Pharmacy students	Member	
10	Mr.Vashishth Tiwari	Representative of Parents	Member	

Agenda:-

1. To review and confirm minutes under previous meeting
2. To resolve ragging incident, if any
3. Any other matter with permission of chairman.

Minutes of the meeting

The meeting started with welcome words by the chairman.

Review of the last meeting was done.

1. It was discussed to take precaution against ragging, and installed CCTV cameras at vital points. College is also display Anti ragging poster at all prominent place such as Admission centre, Library, Canteen, Hostel, Common facilities etc
2. It was decided to take strict disciplinary action against culprits, regular interaction and counselling with the students.
3. It was informed that no incidence of ragging took place and surprise inspection of hostels, students accommodation, canteens, rest cum recreational rooms, toilets etc.
4. We have mention Anti-Ragging warning of college prospectus, constitution of Anti-Ragging committee and Anti Ragging Squad).

The meeting ended with words of thanks.

Principal
Dr. Sudha Rathod



ORIENTAL EDUCATION SOCIETY'S
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Functions of Anti-Ragging Committee:

1. To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on nay acts amounting to ragging;
2. To publicize to all students and prevalent directives and the actions that can be taken against those indulging in ragging;
3. To conduct workshops against ragging menace and orient the students;
4. To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls;
5. To offer services of counselling and create awareness to the students;
6. To take all necessary measures for prevention of Ragging inside the Campus.

Sudha

Dr. Sudha Rathod

Principal

PRINCIPAL

ORIENTAL COLLEGE OF PHARMACY



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Date: 8/10/2021

NOTICE

There will be an online meeting of Anti Ragging Committee on 9/10/2021, Saturday at 11.00 am.

The google link for the meeting is

Anti Ragging Committee meeting

Saturday, October 9 · 11:00am – 12:00pm

Google Meet joining info

Video call link: <https://meet.google.com/tqc-cmph-qov>

Or dial: (US) +1 443-906-0365 PIN: 117 626 182#

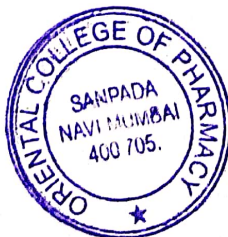
Agenda of the meeting:

1. To publicize to all students the actions that can be taken against those indulging in ragging;
2. To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls;
3. To offer services of counselling and create awareness to the students;
4. To take all necessary measures for prevention of Ragging inside the Campus.


Dr. Sudha Rathod

Principal
PRINCIPAL

ORIENTAL COLLEGE OF PHARMACY



Dr. Asish Dev

Co-ordinator



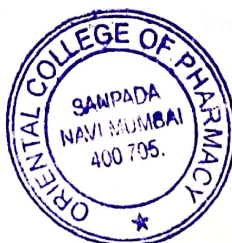
Date: 9/10/2021


Minutes of meeting

1. The meeting started with welcome words by Chairperson.
2. Then the review of last meeting was done.
3. Chairperson confirmed that no ragging activities has been reported within the campus in the previous semester.
4. Chairperson informed that Dr. Atish Taukari, Associate Professor, K J Somaiya College of Arts and Commerce, Mumbai is available for the counselling services of the students.
5. Chairperson directed that one Anti Ragging poster should be prepared and displayed in notice boards and other appropriate places of all floors of the college.
6. Chairperson directed to update the list of members and their contacts in the display board containing the list of Anti Ragging Committee.


Dr. Sudha Rathod

Principal
PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY




Dr. Asish Dev
Co-ordinator

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ORIENTAL COLLEGE OF PHARMACY

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Anti-Ragging Committee 2021-22

Composition

Sr. No.	Name	Role in GRC	Designation	Sign.
01	Dr. (Mrs) Sudha Rathod	Chairman	Principal	<i>[Signature]</i>
02	Dr. Asish Dev	Co-ordinator	Asst. Professor	<i>[Signature]</i>
03	Mr. Sudhir Nagave	Member	Representative of Civil and Police, Sanpada	
04	Mr. NAmdev More	Member	Representative of Local media, Lokmat newspaper	
05	Mrs. Surekha Gaikwad	Member	Office Superintendent	<i>[Signature]</i>
06	Mr. Ramchandra Kalel	Member	Clerk	<i>[Signature]</i>
07	Ms. Deepali Kumbhar	Representative of non teaching staff	Lab assistant	<i>[Signature]</i>
08	Mr. Nihar Balakrishna Lohagaonkar	Student representative	Student of B.pharm Final year	<i>[Signature]</i>
09	Mr. Vashista Tiwari	Representative of parents	Parent	<i>[Signature]</i>

[Signature]
Dr. Sudha Rathod
Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY





Oriental Education Society's
ORIENTAL COLLEGE OF PHARMACY

Plot No.3,4,5 Sector No.2, Near Sanpada Railway Station,
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website: www.ocp.edu.in

[DTE CODE NO: PH 3231]

[UNIVERSITY CODE NO: 694]

LINGUISTICS MINORITY (HINDI) COLLEGE

Anti-Ragging Committee 2022-2023

Composition

S.N.	Name	Role in GRC	Designation	Sign
01	Dr. (Mrs.) Sudha Rathod	Chairman	Principal	
02	Mr. Pavankumar D. Chopade	Coordinator	Asst. Professor	
03	Sr. Police Inspector	Member	Representative of civil & police, Sanpada	-
04	Local Media Representative	Member	Representative of Local Media, Lokmat Newspaper	-
05	Mrs. Surekha Gaikwad	Member	Office Superintendent	
06	Mr. Ramchandra Kalel	Member	Clerk	
07	Mrs. deepali Kumbhar	Representative of Non-teaching staff	Lab Assistant	
08	Ratnesh Chaturvedi	Student Representative	Student of Direct second Year B. Pharm	
09	Shailendra Yadav	Student Representative	Student of Third Year B. Pharm	
10	Gulam Warisali Ansari	Parent Representative	Parent	

Dr. (Mrs.) Sudha Rathod

Principal **PRINCIPAL**
ORIENTAL COLLEGE OF PHARMACY





Oriental Education Society's

ORIENTAL COLLEGE OF PHARMACY

Plot No.3,4,5 Sector No.2, Near Sanpada Railway Station,
SANPADA (W), NAVI MUMBAI-400 705.

TEL NO: 27758715/27752213/27751116 FAX NO: 022-27757159

E-mail: admin@ocp.edu.in

website: www.ocp.edu.in

[DTE CODE NO: PH 3231]

[UNIVERSITY CODE NO: 694]

LINGUISTICS MINORITY (HINDI) COLLEGE

Notice

There will be a meeting of Anti Ragging Committee on 19/12/2022, Monday at 03 PM.

Agenda of the meeting:

- 1) To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls.
- 2) To offer services of counselling and create awareness to the students.
- 3) To take all necessary measures for prevention of Ragging inside the Campus.
- 4) To publicize to all students, the actions that can be taken against those indulging in ragging.

Functions of Anti-Ragging Committee:

- 1) To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on any acts amounting to ragging.
- 2) To publicize to all students and prevalent directives and the actions that can be taken against those indulging in ragging.
- 3) To conduct workshops against ragging menace and orient the students.
- 4) To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls.
- 5) To offer services of counselling and create awareness to the students.
- 6) To take all necessary measures for prevention of Ragging inside the Campus.

Dr. (Mrs.) Sudha Rathod

Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY





Oriental Education Society's
ORIENTAL COLLEGE OF PHARMACY
Plot No.3,4,5 Sector No.2, Near Sanpada Railway Station,
SANPADA (W), NAVI MUMBAI-400 705.

Anti-Ragging Committee Meeting

An Anti-Ragging Committee Meeting was held in Principal Cabin, on 19th December 2022 at 3.00 pm.

Following members were present for meet.

S.N.	Name of member	Role in ARC	Designation	Sign
01	Dr. (Mrs.) Sudha Rathod	Chairman	Principal	
02	Mr. Pavankumar D. Chopade	Coordinator	Asst. Professor	
03	Sr. Police Inspector	Member	Representative of civil & police, Sanpada	-
04	Local Media Representative	Member	Representative of Local Media, Lokmat Newspaper	-
05	Mrs. Surekha Gaikwad	Member	Office Superintendent	
06	Mr. Ramchandra Kalel	Member	Clerk	
07	Mrs. Deepali Kumbhar	Representative of Non-teaching staff	Lab Assistant	
08	Ratnesh Chaturvedi	Student Representative	Student of Direct second Year B. Pharm	
09	Shailendra Yadav	Student Representative	Student of Third Year B. Pharm	
10	Gulam Warisali Ansari	Parent Representative	Parent	

Minutes of meeting

1. The meeting started with welcome words by Chairperson.
2. Then the review of last meeting was done.
3. Chairperson confirmed that no ragging activity has been reported within the campus in the previous semester.
4. Chairperson informed that Dr. Atish Taukari, Associate Professor, K J Somaiya College of Arts and Commerce, Mumbai is available for the counseling services of the students.
5. Chairperson directed that one Anti Ragging poster should be prepared and displayed in notice boards and other appropriate places of all floors of the college.
6. Chairperson directed to update the list of members and their contacts in the display board containing the list of Anti Ragging Committee.
7. It was discussed to take precaution against ragging, and installed CCTV cameras at vital points. College is displaying Anti ragging poster at all prominent place such as Admission Centre, Library, Canteen, Hostel, Common facilities etc.
8. It was decided to take strict disciplinary action against culprits, regular interaction and counseling with the students.

Dr. (Mrs.) Sudha Rathod
Principal

PRINCIPAL

ORIENTAL COLLEGE OF PHARMACY





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[UNIVERSITY CODE NO: 694]

LINGUISTICS MINORITY (HINDI) COLLEGE

Anti-Ragging Committee 2022-2023

Composition

S.N.	Name	Role in GRC	Designation
01	Dr. (Mrs.) Sudha Rathod	Chairman	Principal
02	Mr. Pavankumar D. Chopade	Coordinator	Asst. Professor
03	Sr. Police Inspector	Member	Representative of civil & police, Sanpada
04	Local Media Representative	Member	Representative of Local Media, Lokmat Newspaper
05	Mrs. Surekha Gaikwad	Member	Office Superintendent
06	Mr. Ramchandra Kalel	Member	Clerk
07	Mrs. Deepali Kumbhar	Representative of Non-teaching staff	Lab Assistant
08	Ratnesh Chaturvedi	Student Representative	Student of Direct second Year B. Pharm
09	Shailendra Yadav	Student Representative	Student of Third Year B. Pharm
10	Gulam Warisali Ansari	Parent Representative	Parent

Dr. (Mrs.) Sudha Rathod

Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY





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LINGUISTICS MINORITY (HINDI) COLLEGE

S.N.	Name	Role in ARC	Designation	Sign
01	Dr. (Mrs.) Sudha Rathod	Chairman	Principal	
02	Mr. Pavankumar D. Chopade	Coordinator	Asst. Professor	
03	Sr. Police Inspector	Member	Representative of civil & police, Sanpada	-
04	Local Media Representative	Member	Representative of Local Media, Lokmat Newspaper	-
05	Mrs. Surekha Gaikwad	Member	Office Superintendent	
06	Mr. Ramchandra Kalel	Member	Clerk	
07	Mrs. deepali Kumbhar	Representative of Non-teaching staff	Lab Assistant	
08	Ratnesh Chaturvedi	Student Representative	Student of Direct second Year B. Pharm	
09	Shailendra Yadav	Student Representative	Student of Third Year B. Pharm	
10	Gulam Warisali Ansari	Parent Representative	Parent	

Dr. (Mrs.) Sudha Rathod

Principal

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ORIENTAL COLLEGE OF PHARMACY





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LINGUISTICS MINORITY (HINDI) COLLEGE

Anti-Ragging Committee 2022-2023

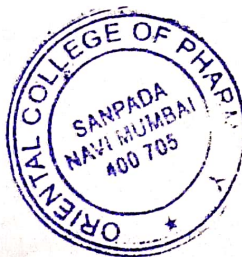
Composition

S.N.	Name	Role in Anti-Ragging Committee	Designation	Contact No
01	Dr. (Mrs.) Sudha Rathod	Chairman	Principal	9769000309
02	Mr. Pavankumar D. Chopade	Coordinator	Asst. Professor	8446424313
03	Sr. Police Inspector	Member	Representative of civil & police, Sanpada	022-27751406
04	Local Media Representative	Member	Representative of Local Media, Lokmat Newspaper	022-27756888
05	Mrs. Surekha Gaikwad	Member	Office Superintendent	9819561541
06	Mr. Ramchandra Kalel	Member	Clerk	9930277970
07	Mrs. deepali Kumbhar	Representative of Non-teaching staff	Lab Assistant	9004859382
08	Ratnesh Chaturvedi	Student Representative	Student of Direct second Year B. Pharm	8355000680
09	Shailendra Yadav	Student Representative	Student of Third Year B. Pharm	9136305267
10	Sushil Yadav	Parent Representative	Parent	9768460058

Dr. (Mrs.) Sudha Rathod

Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY



11th September 2019**Discipline Committee Meet**

A Discipline Committee Meet was held on 7th September 2019 in office cabin at 2.30 pm.

The following members were present for the meet.

Sr No	Name of member	Role in Discipline Committee	Designation	Signature
1	Dr.(Mrs.) Sudha Rathod	Chairman	Principal	<i>S Rathod</i>
2	Dr. Mohib Khan	Member secretary	Professor and Vice Principal	<i>M Khan</i>
3	Mr.S.Kar	Member	Assistant Professor	
4	Dr. Vandana Jain	Member	Associate professor	
5	Dr. Vanita Kanase	Member	Assistant Professor	<i>V Kanase</i>
6	Dr. Manasi Gholkar	Member	Assistant Professor	
7	Ms. Darakshana Shaikh	Member	Assistant Professor	<i>D Shaikh</i>
8	Ms Aarti Balakrishnan	Member	Assistant Professor	<i>Aarti</i>
9	Ms. Tejaswini Nawale	Member	Student-M.Pharm F.Y.	
10	Ms Anjali Rai	Member	Student-B.Pharm Final	
11	Ms Snaskriti Singh	Member	Student- B.Pharm T.Y	
12	Mr.Varun Gupta	Member	Student- B.Pharm S.Y	
13	Mr. Swaroop Rathi	Member	Student- B.Pharm F.Y.	

Agenda of the meet

1. To review previous meeting
2. To inform student regarding discipline
3. To arrange PTM

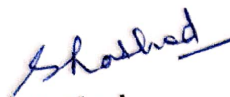
Minutes of the meeting

The meeting started with welcome words and discussed the points under agenda

1. At the first, the points under previous meeting were reviewed and confirmed.
2. It was unanimously decided to inform the student regarding discipline with respect to

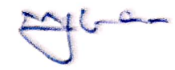


- a. Ragging
 - b. Identity card.
 - c. Use of Apron in the laboratory
 - d. Proper use of water and electricity
 - e. Attendance minimum 85 % in each subject
 - f. Non use of Mobile phone in the college premises
 - g. Miscellaneous
3. It was informed that for each class there would be two Parent Teacher Meets per semester.
- The meeting then ended with thanks.


Dr. Sudha Rathod
Principal

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ORIENTAL COLLEGE OF PHARMACY



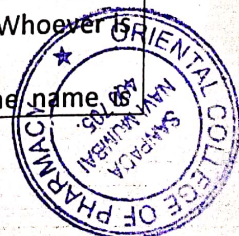

Dr. Mohib Khan
Vice Principal





Discipline Committee

Members	1. Dr. Sudha Rathod 2. Dr. Pradnya Palekar – Shanbhag 3. All HODs 4. All Class-InCharges/ Class-Co-ordinators
Objective	To ensure that the students follow the rules & regulations of the college and the discipline of the college is maintained.
Duties	1. Implementation of various rules and maintaining records about conduct of students 2. Appropriate action against defaulters and maintenance of default register. 3. Warning call (monthly) to parent of defaulters 4. The committee activities should be carried out without any compromise on their regular academic duties. 5. Committee discussion and activities have to be routed and reported to the Principal.
Contents:	<p><u>I. Mobile:</u></p> <p>Use of mobile phone or any other electronic gadgets inside the college campus is strictly prohibited. It has to be switched off or on silent mode before stepping into the college campus gate. Any students found violating the terms will undergo the following procedure.</p> <p>i. First default: Mobile phone will be confiscated by whosoever finds it and will hand over to the discipline committee who would retained it for minimum 24hrs and returned only after taking undertaking and payment of fine Rs.100/-</p> <p>ii. Second default: Mobile phone retained with the discipline committee for 7 days and returned only after taking undertaking and payment of fine Rs.100/-</p> <p>iii. Third default: Mobile phone retained until parents meet the principal and give undertaking payment of fine Rs.500/-</p> <p><u>Note:</u> The degree of default and the punishment would be decided by the committee along with Principal.</p> <p><u>II. Late Comers:</u></p> <p>1. Students should be punctual. The students have to be in class or laboratory on/ before the starting time i.e. sharp at 9.30 am. Whoever is coming late, undergo the following procedure:</p> <p>i. First Default: The Student is warned for the same and the name is</p>



recorded in daily report.

ii. Second default: The name of the student is reported to attendance committee and he/she will be considering as one day absent in that particular month. The name of the student will be blacklisted in the default register.

2. No student should stay back in college after 5.30p.m. (Except M. Pharm. students and research scholars)

Note:

The degree of default and the punishment would be decided by the committee along with Principal.

III. Identity Card:

It is compulsory for the students to wear the identity card when they are inside the college premises and to produce it whenever demanded by the teaching / non-teaching staff.

In case of loss of identity card, it should be reported to the issuing authority immediately. Duplicate identity card can be obtained by paying the necessary fine.

Any students found violating the terms will undergo the following procedure.

i. First default: The Student is warned for the same and the name is recorded in daily report.

ii. Second default: The name of the student is registered in the default register.

iii. Third default: The student should give undertaking and pay Rs.100/- fine. The name of the student will be blacklisted in the default register.

Note:

The degree of default and the punishment would be decided by the committee along with Principal.

IV. Behaviour and Conduct:

1. Disrespect and disobedience may result in disciplinary action, involving suspension or even expulsion.

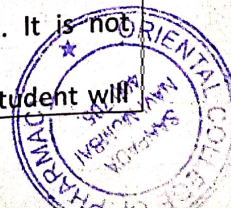
2. Any major breach of discipline and courtesy, as also disrespect for the members of the college staff, will be treated as serious and student responsible for such misbehaviour will be summarily dismissed.

3. Silence must be maintained in the classroom during lectures.

4. Scribbling on walls and desks etc. should be avoided. Fine will be collected, if any student found scribbling on walls and desks.

5. The college is not responsible for goods or money lost. It is not advisable to bring valuables to college.

6. Insubordination and indecent language or conduct of the student will



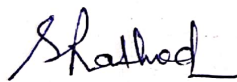
not be tolerated. Strict action, involving suspension or even expulsion will be taken.

For girl students, dress above knee and singlet is not allowed.

Note:

The degree of default and the punishment would be decided by the committee along with Principal. Student joining the college, by that very fact, deemed to accept and observe all the rules and regulations of the institution to entire satisfaction of the college authorities.

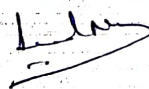
Discipline Committee shall a Time Table related to taking rounds by the faculty assigned as per the availability of the faculty. The Time Table would be circulated to the Staff well in advance before the start of each semester.



Dr. Sudha Rathod

Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY



Dr. Mrs. Pradnya Palekar - Shanbhag

Discipline Committee Convener



5/11/2020

Notice

Following members are hereby informed that there is **Discipline Committee Meeting** on **Saturday, 7th November 2020 at 12.00 p.m.**

The agenda of the meeting is enclosed herewith.

Sr. No.	Name of Members	Designation
1.	Dr. Sudha Rathod	Principal
2.	Dr. Pradnya Palekar –Shanbhag	Convener & HOD, Department of Pharmaceutics
3.	Dr. Mohib Khan	HOD, Department of Pharmacognosy
4.	Dr. Vandana Jain	HOD, Department of Quality Assurance
5.	Dr. Amjad Ali	HOD, Department of Pharmaceutical Chemistry
6.	Mr. Imtiyaz Ansari	HOD, Department of Pharmacology
7.	Dr. Ganesh Deshmukh	Class InCharge, S. Y. B. Pharm.
8.	Dr. Vanita Kanase	M. Pharm. Class-Coordinator
9.	Dr. Asish Dev	Class InCharge, T. Y. B. Pharm.
10.	Mrs. Pushpalata Chougule	Class InCharge, Final Y. B. Pharm.



S. Rathod
Dr. Sudha Rathod
Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY



05/11/2020

Principal - HODs Meeting

Notice

Following members are hereby informed that there is **Discipline Committee Meeting** on **Saturday, 7th November 2020 at 12.00 p.m.**

The agenda of the meeting is enclosed herewith.

Sr. No.	Name of Members	Designation
1.	Dr. Sudha Rathod	Principal
2.	Dr. Pradnya Palekar -Shanbhag	Convener & HOD, Department of Pharmaceutics
3.	Dr. Mohib Khan	HOD, Department of Pharmacognosy
4.	Dr. Vandana Jain	HOD, Department of Quality Assurance
5.	Dr. Amjad Ali	HOD, Department of Pharmaceutical Chemistry
6.	Mr. Imtiyaz Ansari	HOD, Department of Pharmacology
7.	Dr. Ganesh Deshmukh	Class InCharge, S. Y. B. Pharm.
8.	Dr. Vanita Kanase	M. Pharm. Class-Coordinator
9.	Dr. Asish Dev	Class InCharge, T. Y. B. Pharm.
10.	Mrs. Pushpalata Chougule	Class InCharge, Final Y. B. Pharm.



S. Rathod
Dr. Sudha Rathod
Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY



05/11/2020

Agenda of Principal - HODs Meeting

1. To review and confirm minutes of previous meet
2. To discuss duties of Committee members
3. To resolve issues related to discipline
4. Any other matter with the permission of the Chair


Dr. Sudha Rathod

Principal

Oriental College of Pharmacy



PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY



Attendance for Discipline Committee Online Meeting held on Saturday, 7th November 2020
at 12.00 noon

Sr. No.	Name of Members	Designation	Signature
1.	Dr. Sudha Rathod	Principal	<i>S Rathod</i>
2.	Dr. Pradnya Palekar –Shanbhag	Convener & HOD, Department of Pharmaceutics	<i>Palekar</i>
3.	Dr. Mohib Khan	HOD, Department of Pharmacognosy	<i>M Khan</i>
4.	Dr. Vandana Jain	HOD, Department of Quality Assurance	<i>V Jain</i>
5.	Dr. Amjad Ali	HOD, Department of Pharmaceutical Chemistry	<i>A Ali</i>
6.	Mr. Imtiyaz Ansari	HOD, Department of Pharmacology	<i>I Ansari</i>
7.	Dr. Ganesh Deshmukh	Class InCharge, S. Y. B. Pharm.	<i>G Deshmukh</i>
8.	Dr. Vanita Kanase	M. Pharm. Class-Coordinator	<i>V Kanase</i>
9.	Dr. Asish Dev	Class InCharge, T. Y. B. Pharm.	<i>A Dev</i>
10.	Mrs. Pushpalata Chougule	Class InCharge, Final Y. B. Pharm.	<i>P Chougule</i>



S Rathod
Dr. Sudha Rathod
Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY



Minutes of Meeting – Discipline Committee

Title of Meeting	Minutes of Meeting – Discipline Committee
Date of Meeting	7 th November 2020
Meeting Venue	Online Mode 12.00 noon
Meeting Agenda	1. To review and confirm minutes of previous meet 2. To discuss duties of Committee members 3. To resolve issues related to discipline 4. Any other matter with the permission of the Chair

Following members were present:

1. Dr. Sudha Rathod, Principal
2. Dr. Pradnya Palekar – Shanbhag, Convener of Discipline Committee & Head of Pharmaceutics Department
3. Dr. Mohib Khan, Head of Pharmacognosy
4. Dr. Vandana Jain, Head of Quality Assurance Department
5. Dr. Amjad Ali, Head of Pharmaceutical Chemistry Department
6. Mr. Imtiyaz Ansari, Head of Pharmacology Department
7. Dr. Ganesh Deshmukh, Class InCharge, S. Y. B. Pharm.
8. Dr. Vanita Kanase, M. Pharm. Class-Coordinator
9. Dr. Asish Dev, Class InCharge, T. Y. B. Pharm.
10. Mrs. Pushpalata Chougule, Class InCharge, Final Y. B. Pharm.

Minutes of the meeting are as follows:

1. The minutes of previous meeting were reviewed and confirmed.
2. The composition, objectives, duties and contents of Discipline Committee were discussed.



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ORIENTAL COLLEGE OF PHARMACY

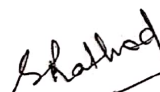
(Approved by AICTE, PCI, D.T.E., Affiliated to University of Mumbai & Certified by ISO 9001:2008)



3. Principal Dr. Sudha Rathod Madam informed about the following changes to be made:

- There is no need to prepare any time table for Discipline Committee members. As per the availability the members can take rounds of the College for inspection purpose.
- Aprons should be worn by faculty during the practical hours and can be worn during working hours as per their convenience.
- Aprons to be worn by PG students in the Lab just as worn by UG students.
- If PG students wish to stay after 5.30 pm for the research study, it should be done under supervision of non teaching staff.
- Irregular attendance by students should also be brought to the notice of the Discipline Committee for improving their regularity. Class InCharges to send names of the defaulters to the Discipline Committee Convener.
- Before the cultural and sport events, there should be meeting of Discipline Committee, cultural and sport InCharges with Student Council to apprise about the discipline maintained throughout the Gravity week.

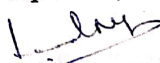
The meeting ended with thanks to the Chair.


Dr. Sudha Rathod

Principal



Compiled by


Dr. Pradnya Palekar - Shanbhag

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ORIENTAL COLLEGE OF PHARMACY

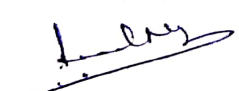


Action Taken Report

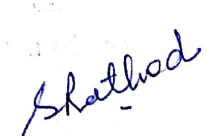
On the decisions of Discipline Committee in the Meeting held on 7th November 2020

To implement the decisions taken during the above mentioned meeting, the following actions were taken:

Sr. No.	Discussion	Action Taken
1.	Faculty to wear aprons during practical lab work and recording sessions in the lab	For practicals in the lab, Faculty wear aprons
2.	Research students to wear aprons in the Labs	Research students are instructed by research guides and HODs. Students wear lab coats for their research study in their respective labs
3.	Proper approval of research guide, HOD & Principal should be taken if PG students wish to stay after 5.30 pm for their research study and there has to be supervision of non teaching staff	Proper approval taken and students work under the supervision of Lab Technician after 5.00 pm
4.	Irregular attendance by students should be brought to the notice of Discipline Committee & Principal in particular for improving their regularity	Class Incharge send names of the defaulters to the Principal
5.	Meeting with Student Council to apprise about the discipline maintained throughout the Gravity week	Meeting was conducted by Cultural & Sports Committees and the members were briefed about the guidelines to maintain discipline during the events


Dr. Pradnya Palekar – Shanbhag
Committee Coordinator




Dr. Sudha Rathod
Principal

PRINCIPAL
(ORIENTAL COLLEGE OF PHARMACY)



26/12/2020

Notice

Following members are hereby informed that there is **Discipline Committee Meeting** on
Monday, 4th January 2021 at 12.00 p.m.

Sr. No.	Name of Members	Designation
1.	Dr. Sudha Rathod	Principal
2.	Dr. Pradnya Palekar –Shanbhag	Convener & HOD, Department of Pharmaceutics
3.	Dr. Mohib Khan	HOD, Department of Pharmacognosy
4.	Dr. Vandana Jain	HOD, Department of Quality Assurance
5.	Dr. Amjad Ali	HOD, Department of Pharmaceutical Chemistry
6.	Mr. Imtiyaz Ansari	HOD, Department of Pharmacology
7.	Dr. Ganesh Deshmukh	Class Incharge, S. Y. B. Pharm.
8.	Dr. Vanita Kanase	M. Pharm. Class-Coordinator
9.	Dr. Asish Dev	Class Incharge, T. Y. B. Pharm.
10.	Mrs. Pushpalata Chougule	Class Incharge, Final Y. B. Pharm.

Agenda of Discipline Committee Meeting

4. To review and confirm minutes of previous meet
5. To resolve issues related to discipline
6. Any other matter with the permission of the Chair



S. Rathod
Dr. Sudha Rathod
Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY



26/12/2020

**Circulation of Agenda for Discipline Committee Meeting scheduled on Monday,
4th January 2021 at 12.00 p.m.**

Sr. No.	Name of Members	Designation	Signature
1.	Dr. Sudha Rathod	Principal	
2.	Dr. Pradnya Palekar -Shanbhag	Convener & HOD, Department of Pharmaceutics	
3.	Dr. Mohib Khan	HOD, Department of Pharmacognosy	
4.	Dr. Vandana Jain	HOD, Department of Quality Assurance	
5.	Dr. Amjad Ali	HOD, Department of Pharmaceutical Chemistry	
6.	Mr. Imtiyaz Ansari	HOD, Department of Pharmacology	
7.	Dr. Ganesh Deshmukh	Class Incharge, S. Y. B. Pharm.	
8.	Dr. Vanita Kanase	M. Pharm. Class-Coordinator	
9.	Dr. Asish Dev	Class In Charge, T. Y. B. Pharm.	
10.	Mrs. Pushpalata Chougule	Class Incharge, Final Y. B. Pharm.	

Agenda of Discipline Committee Meeting

1. To review and confirm minutes of previous meet
2. To resolve issues related to discipline
3. Any other matter with the permission of the Chair



Dr. Sudha Rathod
Principal

PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY



Minutes of the meeting are as follows:

1. The minutes of previous meeting were reviewed and confirmed.
2. Principal Dr. Sudha Rathod Madam instructed the following:
 - a. It is mandatory for faculty to wear aprons during practical hours.
 - b. It has been observed that few PG students do not wear aprons in the lab, Instrument Room and/ or Machine room. Aprons should be worn by PG students in the Lab just as worn by UG students. All research guides should be made aware of this instruction by Discipline Committee and HODs.
 - c. Proper approval of research guide, HOD & Principal should be taken if PG students wish to stay after 5.30 pm for their research study and there has to be supervision of non teaching staff.
 - d. Irregular attendance by students should be brought to the notice of Discipline Committee & Principal in particular for improving their regularity. Class InCharges should send names of the defaulters to the Principal.

Send written matter to the Parents by class Incharge and Subject teachers.

The meeting ended with thanks to the Chair.

Sudha Rathod
Dr. Sudha Rathod
Principal



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Compiled by

Pradnya Palekar

Dr. Pradnya Palekar - Shanbhag

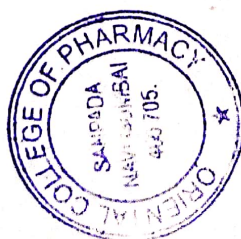


Minutes of Meeting – Principal and HODs

Title of Meeting	Minutes of Meeting – Discipline Committee
Date of Meeting	4 th January 2021
Meeting Venue	12.00 pm
Meeting Agenda	1. To review and confirm minutes of previous meet 2. To resolve issues related to discipline 3. Any other matter with the permission of the Chair

Following members were present:

1. Dr. Sudha Rathod, Principal
2. Dr. Pradnya Palekar – Shanbhag, Convener of Discipline Committee & Head of Pharmaceutics Department
3. Dr. Mohib Khan, Head of Pharmacognosy
4. Dr. Vandana Jain, Head of Quality Assurance Department
5. Dr. Amjad Ali, Head of Pharmaceutical Chemistry Department
6. Mr. Imtiyaz Ansari, Head of Pharmacology Department
7. Dr. Ganesh Deshmukh, Class InCharge, S. Y. B. Pharm.
8. Dr. Vanita Kanase, M. Pharm. Class-Coordinator
9. Dr. Asish Dev, Class InCharge, T. Y. B. Pharm.
10. Mrs. Pushpalata Chougule, Class InCharge, Final Y. B. Pharm.





Action Taken Report


On the decisions of Discipline Committee in the Meeting held on 4th January 2021

To implement the decisions taken during the above mentioned meeting, the following actions were taken:

Sr. No.	Discussion	Action Taken
1.	Faculty to wear aprons during practical hours	For all practical sessions in the lab, regular & visiting faculty wear aprons
2.	Research students to wear aprons in the Labs	Research students are instructed by research guides and HODs
3.	Proper approval of research guide, HOD & Principal should be taken if PG students wish to stay after 5.30 pm for their research study and there has to be supervision of non teaching staff	Proper approval taken and students work under the supervision of Lab Technician after 5.00 pm
4.	Irregular attendance by students should be brought to the notice of Discipline Committee & Principal in particular for improving their regularity	Class In Charges send names of the defaulters to the Principal


Dr. Pradnya Palekar – Shanbhag
Committee Coordinator




Dr. Sudha Rathod
Principal

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Date:6/8/2021

NOTICE

There will be an online meeting of the Discipline Committee on 7/8/2021, Saturday at 2.00pm. Kindly attend the meeting.

The agenda of the meeting are:

1. To discuss the discipline related matter of the college during the academic year 2021-22.
2. Any other matter with permission of the chair.

Google link for the meeting is <https://meet.google.com/gfs-sipr-vdf>


Dr. Asish Dev

Co-ordinator





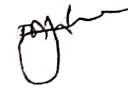
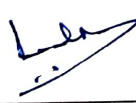
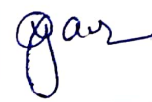


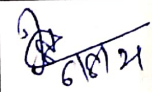


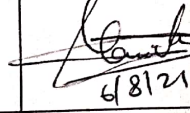

Dr. Sudha Rathod

Principal

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Notice Discipline Committee on 7/8/2021, Saturday at 2.00pm.

Sr. No.	Name	Role in Discipline Committee	Signature
01	Dr. (Mrs) Sudha Rathod	Chairman	
02	Dr. Asish Dev	Co-ordinator Class In Charge TYBPharm	
03	Dr. Mohib Khan	HOD, Pharmacognosy	
04	Dr. Pradnya Palekar-Shanbhag	HOD, Pharmaceutics	
05	Dr. Vandana Jain	HOD, Quality Assurance	
06	Dr. Nutan Rao	HOD, Pharm Chemistry	
07	Dr. Ganesh Deshmukh	Class In Charge SY BPharm	
08	Dr. Harish Kundaikar	Class In Charge Final Yr BPharm	
09	Mrs. Kanishka Lakhani <i>Dr. Mahendra Prajapati</i>	Class In Charge SY BPharm	
10	Mr. Shoaib Ansari	Class In Charge First Yr BPharm	
11	Ms. Swaranli Manick	Class In Charge First Yr BPharm	



Minutes of meeting of Discipline Committee

Date: 9/8/2021

Time: 3.00-3.45 pm


1. The meeting started with permission from Chairperson, Dr. Sudha Rathod.
2. The first point discussed was implementation of various rules and maintaining records about conduct of students, on which Chairperson, Dr. Sudha Rathod suggested to co-ordinator to check that all rules and regulations are displayed in the college notice boards.
3. The Chairperson, Dr. Sudha Rathod advised that all college staff are responsible for the discipline and whoever encounters any in-disciplinary activities within the college premises, should bring it to the notice of co-ordinator, Dr. Asish Dev, in writing. Then the co-ordinator will inform Principal and necessary action would be taken.
4. Then Chairperson, Dr. Sudha Rathod raised the point of absenteeism in lectures as indiscipline, and suggested that individual subject teachers should call the parents of students on remaining absent for 2 consecutive lectures and maintain record of it. If the student remains absent, then letter should be sent to parents.
5. Dr. Nutan Rao suggested that discipline should be maintained in all aspects including lectures, practicals, extra curricular activities and cultural activities as well. Then Chairperson, Dr. Sudha Rathod said that during cultural and sports week, the class in charges will be responsible to ensure the participation of all students in various activities.
6. Dr. Pradny Palekar Shanbhag informed about the discipline maintained by the exam committee and all staff members during conduction of examinations to which Chairperson, Dr. Sudha Rathod appreciate the team work.
7. Dr. Mohib Khan raised one issue that many a times there were indiscipline in the library. Chairperson, Dr. Sudha Rathod informed that there has been a new appointment in the library and henceforth such indiscipline would not be tolerated.
8. Mr. Sohaib Ansari raised few points like as per instructions all should fill attendance register in office and keep it there, while some faculties are taking it and not returning on time, to which Chairperson, Dr. Sudha Rathod reminded the faculty to follow the rules.
9. Mr. Sohaib Ansari also brought the point, that faculty, at their levels, are altering the lecture timings to which Chairperson, Dr. Sudha Rathod warned that all should follow the timetable strictly and if at all there is alteration, the same should be notified in the register.



10. Furthermore, Mr. Sohaib Ansari brought to the notice of the committee that few teachers are not completing the scheduled number of lectures mentioned in the syllabus, to which Mr. Sayyed Mateen said that this point should be discussed in the staff meeting. But Chairperson, Dr. Sudha Rathod said it comes under the purview of Discipline committee and strictly warned that no teacher should do this. She also said that this meeting is for all discipline matters related to teaching, non teaching and students.
11. Dr. Harish Kundaikar suggested that as wearing of mask is compulsory, so in the library also it should be seen that students wear it and not wearing it should be considered as an act of indiscipline.
12. Finally, Dr. Asish Dev thanked all for attending the session.
13. Then Chairperson, Dr. Sudha Rathod declared that the meeting is over.

Prepared by


Dr. Asish Dev


Dr. Sudha Rathod
Principal

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ANTI-DISCRIMINATION CELL

The Anti-Discrimination Cell is framed in accordance to the UGC regulations, mentioned in the "Promotion of Equity in Higher Educational Institutions, 2012".

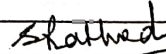

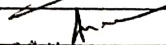
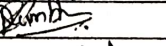
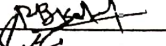
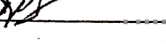
Oriental College of Pharmacy is a place where the learning is celebrated every day. The College provides everybody with equal opportunity into its fold irrespective of caste, religion, language or based on gender. The College ensures that every individual inside the campus exercise equal rights and acquire in the process of offering or receiving education. Justice, Peace and Revolution are the roots based on which the living system exist in the campus.

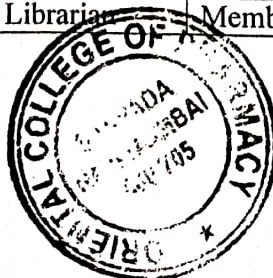
Any act, speech or intentions that perturb the harmony among the people is seriously regarded and dealt on immediate basis to restore the peace. Any such issues if found shall be brought into the notice by email to Anti-Discrimination officer, **Dr. Sudha Rathod**, Principal, Oriental College of Pharmacy at sudha.rathod@ocp.edu.in

Objectives of the Cell:

- This cell will look after the related matters (if any) of depriving a **student / staff** or group of students on the basis of caste, creed, language, ethnicity, gender, different ability.
- This cell always try to uphold the dignity of the institution by addressing the concerns (if any) brought into the notice related to equality in offering or receiving education inside the campus.
- This cell ensures a conducive environment for academic growth of the people belonging to the college.
- This cell protects the rights of individuals without any prejudice to their appearance or lifestyle in the process of learning inside the campus.
- The Cell shall eliminate discrimination against or harassment of any individual in all forms by prohibiting it and by providing preventive and protective measures to facilitate its eradication and punishments for those who indulge in any form of discrimination or harassment.

Anti-Discrimination Cell consists of the following members:

Sr No	Name	Designation	Role in ADC	Signature
1	Dr Sudha Rathod	Principal	Chairman	
2	Dr. Pradnya Palekar Shanbhag	Professor	Coordinator	
3	Dr. Amjad Ali	Associate Professor	Member	
4	Ms. Deepali Kumbhar	Lab Technician	Member	
5.	Mr. Ramchandra Kalel	Office Clerk	Member	
6.	Mr. Suraj Maddhye	Assist. Librarian	Member	



ORIENTAL EDUCATION SOCIETY'S ORIENTAL COLLEGE OF PHARMACY

(Approved by AICTE, PCI, D.T.E., Affiliated to University of Mumbai & Certified by ISO 9001:2015)



Minutes of Meeting held on 1st July 2022,

Following members were present for the meeting:

- 1) Principal Madam apprised the members about the objective of anti discrimination cell.
- 2) A Proper delegation of Job duties was assigned by principal madam to the members.
- 3) It was discussed to prepare preventive and prohibitive measures.

Members are expected to be sensitive to the issue and not let personal biases and prejudices which affect their functioning as members of the cell.

I. The Cell will look into matters to depriving student and group students on a particular caste, creed, religion, language, ethnicity, gender, disability or any type and matters of imposing conditions of any student which is incompatible with the dignity of human beings.

II. The Cell is constituted to safeguard the interest of students and staff without any prejudice to their caste, creed, religion, language, ethnicity, gender, disability and to eliminate discrimination or harassment against of any student by providing preventive measures to facilitate for punishment for those who indulge in any form of discrimination to promote equality among the students.

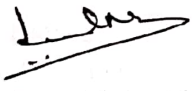
III. The Cell will receive complaints from the affected student and staff in terms of discrimination of caste, creed, religion, language, ethnicity, gender, disability and conduct a proper enquiry, and submit a detailed report to the Chairperson for suitable action.

IV. The Cell should do the enquiry immediately after receiving the complaint and report to the Chairperson.

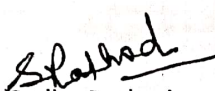
VI. The cell should conduct meeting once in every six months and send the minutes of the meeting to the Registrar

The meeting ended with the vote of thanks to the Chair.

Prepared & Compiled by


Dr. Pradnya Palekar Shambhag
Coordinator




Dr. (Mrs.) Sudha Rathod
Chairperson
PRINCIPAL
ORIENTAL COLLEGE OF PHARMACY