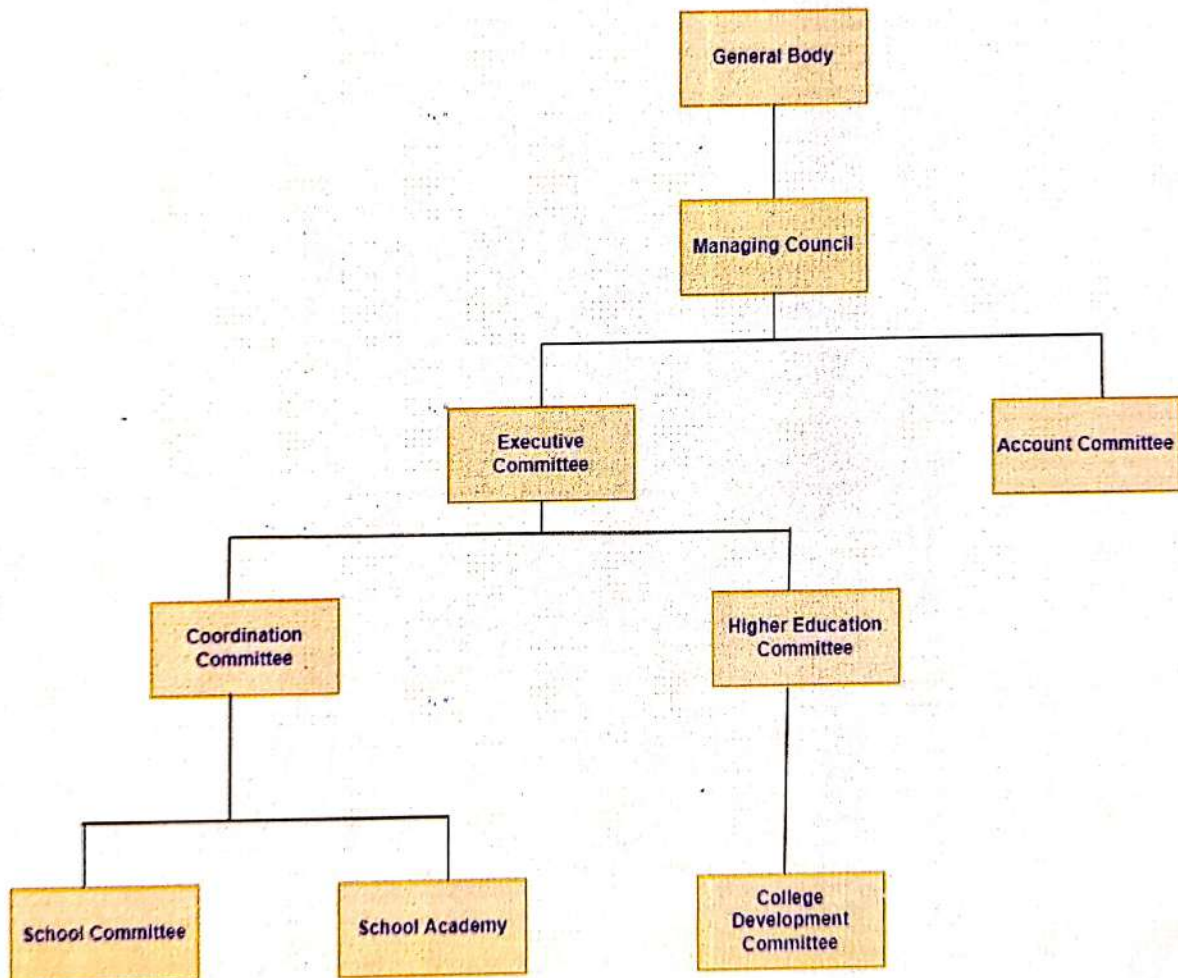





K. E. S. Anandibai Pradhan Science College, Nagothane

Functioning of the institutional bodies




PRINCIPAL
K.E.S. A. P. Science College
Nagothane, Dist. Raigad (M.S.)



कोकण एज्युकेशन सोसायटी

अलिबाग-रायगड

संचालक मंडळ

सन २०१७-२०२२

| अ.क्र. | नाव | पद |
|--------|-----------------------------------|---------------------------------|
| १. | मा. संजय दत्ता पाटील | अध्यक्ष |
| २. | मा. अॅड. नंदा मनोहर देशमुख | उपाध्यक्षा |
| ३. | मा. अजित पुरुषोत्तम शाह | कार्यवाह |
| ४. | मा. सुभाष प्रभाकर पाटील(पंडीतशेट) | सदस्य |
| ५. | मा. अॅड. हेमंत प्रभाकर गांगल | सदस्य |
| ६. | मा. दिलीप दगडू पार्ले | सदस्य |
| ७. | मा. अॅड. सिध्दार्थ संजय पाटील | सदस्य |
| ८. | मा. विनायक दगडू खोपकर | मुख्य कार्यकारी अधिकारी |
| ९. | मा. अशोक काशिनाथ गावडे | सहाय्यक मुख्य कार्यकारी अधिकारी |

Enclosure 3

KONKAN EDUCATION SOCIETY

Alibag - Raigad - 402 201

AT A GLANCE



A Leading Educational Institute in Maharashtra

Adv. Datta Patil

President

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K.E.S. A. P. Science College
Nagothane, Dist. Raigad (M.S.)



KONKAN EDUCATION SOCIETY

Alibag - Raigad 402 201

Executive Council

| | | |
|-----|------------------------------------|-------------------------|
| 01. | Adv. Dattatreya Narayan Patil | President |
| 02. | Shri. Madhukar Khanderao Deshpande | Vice-President |
| 03. | Adv. Anita Sunil Gauri-Patil | Vice-President |
| 04. | Shri. Chintaman Vaman Joshi | Member |
| 05. | Shri. Dilip Dagdu Parte | Member |
| 06. | Shri. Dilip Vinayak Dalvi | Member |
| 07. | Shri. Prabhakar Sadashiv Rane | Member |
| 08. | Shri. Ajit Purushottam Shah | Member |
| 09. | Adv. Pramod Thakur | Member |
| 10. | Shri. Saiman Benzamin Almeda | Member |
| 11. | Adv. Hemant Prabhakar Gangal | Member |
| 12. | Shri. Sanjay Dattatray Patil | Secretary |
| 13. | Shri. Jayram Gopal Patil | Chief Executive Officer |

K.E.S. CONSTITUTION



कोकण एज्युकेशन सोसायटी

घटना

उद्दिष्टे

पूर्व-प्राथमिक, प्राथमिक, दुय्यम, उच्च, व्यापारी, तांत्रिक गती, शारीरिक व विविधलक्ष्यी शिक्षणाच्या कार्यास चालना देणे व शिक्षणाचा प्रसार करणे, ही सोसायटीची उद्दिष्टे आहेत. या उद्दिष्टांस अनुसरून सोसायटी शिक्षणशाळा चालवील व शिक्षणविषयक खालील स्वरूपाचे कार्यक्रम हाती घेईल.

- १) विद्यालये व महाविद्यालये गुरू करणे व चालविणे.
- २) वर नमूद केल्याप्रमाणे कार्य करणाऱ्या खाजगी संस्था, उभय-पक्षां मान्य होतील अशा शर्तीवर, सामील अगर संलग्न करून घेणे आणि चालविणे.
- ३) स्वायत्तिकरीत्या राजगारी उपलब्ध होईल व अशा प्रकारच्या राजगारीचे शिक्षण मिळू शकेल असे व्यवसाय व्यापारी तरबावर प्रत्यक्ष चालविणे व अशा व्यवसायासाठी कुशल व अर्धकुशल माणसे तयार करणे.
- ४) गरीब, गरजू आणि लायक विद्यार्थ्यांना, त्यांचे शिक्षण चालविण्यास मदत व्हावी म्हणून, मदतनिधी, कर्जनिधी व शिष्यवृत्ति-निधी सुरू करणे.
- ५) वरील उद्दिष्टांस पोषक अशा सर्व गोष्टी करणे.
- ६) सध्या, आवश्यकता भासल्यास, सोसायटीच्या मालमतेच्या तारणावर अगर तारणाशिवाय अगर इतर पद्धतीने कर्ज उभारणे; मात्र, असे कर्ज उभारताना ज्या केंद्राकरिता सदर कर्जाची आवश्यकता असेल, त्या केंद्रातील मिळकतीवर प्रथमतः कर्ज उभारणे.

Julo

कार्यवाह

कोकण एज्युकेशन सोसायटी.

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K.E.S. A. P. Science College
Nagthane, Dist. Raigad (M.S.)

KONKAN EDUCATION SOCIETY

Alibag - Raigad 402 201

[A Leading Educational Institute in Maharashtra]

AT A GLANCE

Historical background :

- 1 January, 1917 : Established as 'Kolaba Student's Association'
- 14 Nov, 1917 : First English school of society started at 'Roha'
- 26 May, 1918 : 'Kolaba students Association' named as 'Konkan Education Society'
- 15 August, 1918 : First 'Executive Council' of Konkan Education Society commenced its work.
- 1919 : Vithoba Kandappa High School, Panvel (Estd.) & Celebrated Platinum Jubilee in 1996. Hon. Chief Minister, Shri. Manohar Joshi was the chief guest.
- 1924 : Industrial High School-Alibag (Estd.) Nowadays known as 'Gen. Arunkumar Vaidya High School' (In memory of Gen. Arunkumar Vaidya)

- 1924 : First 'Periodical' of Konkan Education Society started.
- 1925 : Narayan Nagu Patil High School, Poynad (Estd.)
- 1935 : The Mission School of Revdanda handed over to Konkan Education Society
- 1937 : Independent School for Girls established at Alibag. (Today known as Shrimati Janakibai Raghunath Haldawanekar Kanya Shala and Junior College)
- 18 Dec. 1944 : 'Silver Jubilee' ceremony of Konkan Education Society Hon'ble Guest Dr. Radhakrishnan.
- 1948 : Inter School Elocution Competition started.
- 1950 : Periodical of Konkan Education Society named as 'VIKAS'
- 1977 : Adv. Datta Patri - became the Chairman of Konkan Education Society.
- 1983 : Narayan Nagu Patil Engineering College, Pen (Estd.).



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2

1983 : Dr. Chintamanrao Deshmukh College of Commerce, Kusumtai Tamhane Arts College, Roha (Estd.).

1985 : Gen. Arunkumar Vaidya-visited Konkan Education Society, Alibag.

1989 : Homoeopathic-Medical College at Alibag and Vengurla, Dist.- Sindhudurg. (Estd.)

1992 : Anandibai Pradhan Science College, Nagothane (Estd.).

Chief Guest - Dr. Shankar Dayal Sharma. (Vice President of INDIA)

1993 : Laxmi-Shalini Arts, Commerce and Science Women College, Pezari (Estd.)

1998 : Organised of Medical Camp under the guidance of Dr. Marchant the famous cardiologist.

Jan. 1999 : Expansion of Homoeopathic Medical College Hospital, at Venguria.

2000

American Saint Raby Asher Austrin's
Konkan Education Society.

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Nagothane, Dist. Raigad (M.S.)



KONKAN EDUCATION SOCIETY

1. Motto :

“॥ कुर्वन् कर्म सुखं दुःख गणयेत्तात्मवान्नरः ॥”

“Self respecting human being has nothing to do

with the sorrows or joys whatever will be

the outcome of his 'well doings'.

2. Policies of Konkan Education Society :

- i) To enhance rural education.
- ii) To provide good quality education to all.
- iii) To provide and promote higher educational opportunities and facilities in both rural and urban areas.
- iv) To facilitate advanced and higher education in Engineering, Medical, Humanities and Education Science.

3. Society's Flag :-

* Flag is hoisted on 18 December every year in all institutes of Society.

* प्रज्वलितो ज्ञानमयः प्रदिपः

The torch of knowledge is to be lighted. The red colour symbolizes the change, the revolution. The torch indicates the knowledge.

4. Educational, cultural and social programmes:

- * Special coaching camps-for merit-holders.
- * Inter school and college-Ellocution competition (since 1948)
- * Independent Education Board of Konkan Education Society for academic activities.
- * 'Vikas' periodical-published every year.
- * Training programmes for in-service-teachers.
- * Panchayat Raj training programme.
- * Konkan Education Society's "Society Day-18 December" - celebrated every year.
- * Information Technology classes (Computer education)
- * Karate coaching classes
- * MH-CET. Medical Entrance preparation coaching

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5. Special Contribution :-

This perspective of Konkan Education Society becomes more meaningful with the valuable reference of Late. Prabhakar Patil, the former senior executive member of Konkan Education Society. He was the inspiration, motive to all the activities related to the society. He was the great politician, an orator, keen administrator-a man who loved common man. It was his desire to carry the mandate of education specially in rural areas. The following are some landmarks of his versatile career.

- * Former President-Raigad Zilla Parishad-Raigad.
- * Former Senior Member - Konkan Education Society, Alibag.
- * Former Member-Alibag Co-op. Urban Bank Ltd.
- * Former Member R.D.C.C. Bank Ltd.

6. The dignitaries of Konkan Education Society:

1. Adv. Datta Patil :

- * President-Konkan Education Society, Alibag. (Since 1977).
- * Chairman - Janata Shikshan Mandal, Alibag.





- * Former Opposition Leader Maharashtra State Legislative Assembly.
- * Distinguished criminal lawyer (since 1950)
- * Awarded first Balasaheb Arekar award for social and educational work.

2. Shri. Madhukar Deshpande :

- * Chairman - Adarsha Gao Samiti (Maharashtra Govt.)
- * Vice President - Konkani Education Society.

3. Adv. Shrimati Anita Sunil Gauri-Patil :

- * Vice President - Konkani Education Society.
- * Member - Sanjay Gandhi Niradhar Yojana, Thane
- * Director - Bhivandi Spinning Mills, Thane

4. Shri. Sanjay Patil :

- * Secretary - Konkani Education Society, Alibag.
- * Secretary - Janata shikshan Mandal, Alibag.
- * Member - Rotary Club, Alibag.

5. Shri. Chintaman Joshi :

- * Member - Konkani Education Society.



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Nagthane, Dist. Raigad (M.S.)

Konkan Education Society, Alibag.

- A] District wise area of Konkani Education Society : i) Raigad. ii) Sindhudurga. iii) Thane.
- B] Institutes (branches) of Konkani Education Society :
- i) Total No. of Institutes - 84.

| - Details - | |
|---------------------------------------|----|
| a) Primary Medium - | |
| i) English Medium | 09 |
| ii) Marathi Medium | 12 |
| b) Secondary Schools & Jr. Colleges - | |
| i) Aided - * Secondary | 28 |
| + Sanchlait | 01 |
| * Secondary schools | |
| with Jr. Colleges | 10 |
| ii) Un-aided , Secondary (Mar. Med) | 05 |
| * Unaided (Mar. Med.) | 03 |
| * Secondary (Eng. Med.) | 04 |
| c) Colleges - | |
| i) Engineering - | 01 |
| ii) Medical-Homoeopathic - | 02 |
| iii) Senior colleges - | 03 |
| iv) D.Ed. college - | 01 |
| d) Institutes having M.C.V.C. - | 05 |
| Total ... | 84 |

C] Details of students admitted in the year 2003-2004.

1) Total No. of students - 47,657

| Details | |
|-----------------|--------|
| 1) Boys | 33,509 |
| 2) Girls | 14,148 |
| Total ... | 47,657 |

D] Total No. of Employees 1894.



TRUE COPY

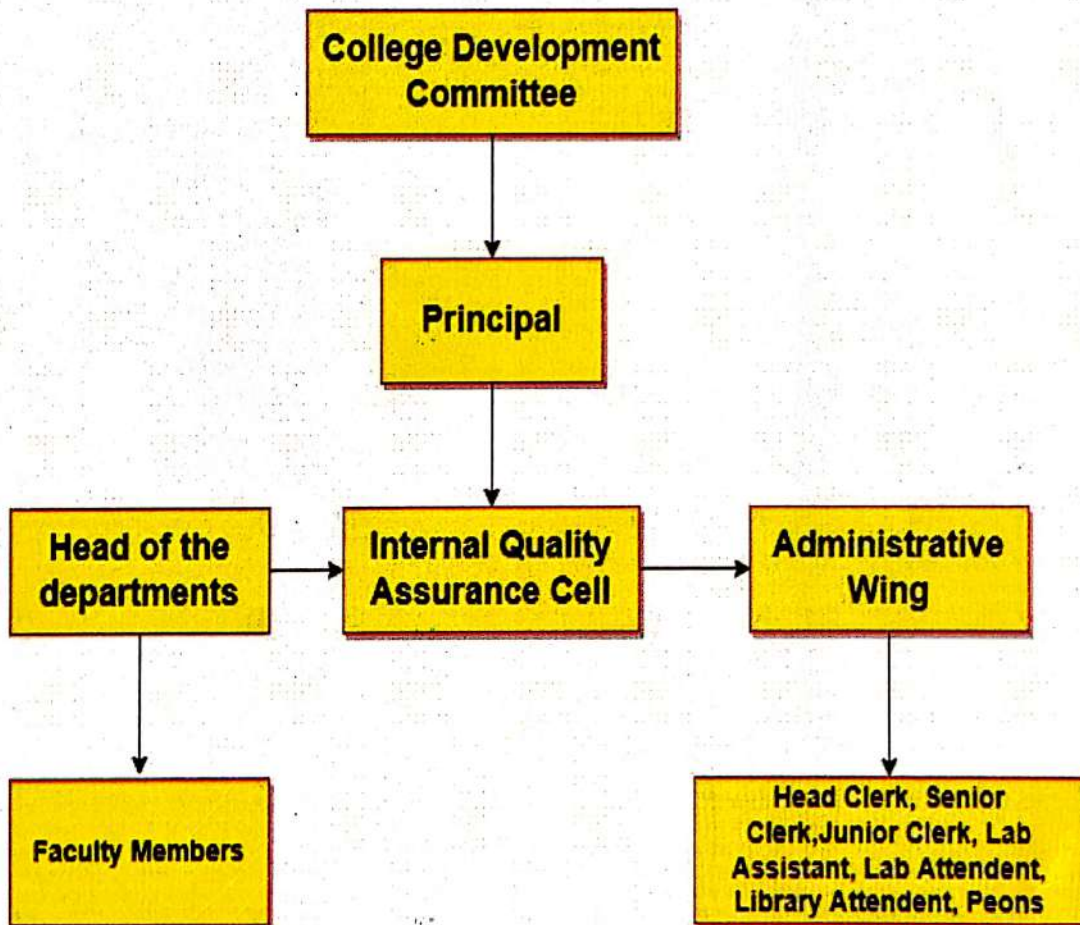

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K.E.S. A. P. Science College
Naothane, Dist. Raigad (M.S.)



**Konkan Education Society's
Anandibai Pradhan Science College, Nagothane**

INSTITUTIONAL ORGANOGRAM




PRINCIPAL
K.E.S. A. P. Science College
Nagothane, Dist. Raigad (M.S.)

**Konkan Education Society's
Anandibai Pradhan Science College, Nagothane**

CODE OF CONDUCT

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| 2. | Code of Conduct for Faculty members (Teaching) | 3 |
| 3. | Code of Conduct for Administrators | 7 |
| 4. | Code of Conduct for administrative/Support Staff | 8 |



1. Code of conduct for students

Code of conduct for Students:-

1. Students are prohibited from doing anything inside or outside the college that will harm its orderly administration or its public image.
2. Students resorting to unfair means in the examination will be dealt with in accordance with the provision of the Government of Maharashtra Act No. XXXI of 1982 and the Maharashtra Public Universities Act, 2016.
3. Students shall observe modesty in dress.
4. Students should wear identity cards on the campus and produce when asked.
5. Use of mobile phones during the teaching hours in Departments is strictly prohibited.
6. Students are expected to read notices/circulars regarding examinations, scholarships, placement opportunities, and functions displayed on the notice board without fail. Minimum 75% attendance in regular theory and practical classes is mandatory for grant of term otherwise they will not be allowed to appear for the examination.
7. Students are expected to participate in extra-curricular activities organized by the institute.
8. Students must keep the campus clean by putting the waste into proper dustbins.
9. Students should maintain a healthy and friendly ambiance with classmates.
10. Students should be attentive not to harm the reputation of the institute.
11. Students should preserve the institute's property. Destroying or damaging the institute's property is punishable. The cost of such damage will be recovered from the students.
12. All vehicles should be parked in the student allotted parking place.
13. It is compulsory to attend popular lectures/seminars/debates and various functions arranged by the institute.
14. All students are expected to observe rules and regulations currently in force to enable the smooth working of the institute.
15. All students must fill the Anti-ragging Affidavit at the time of admission.



2. Code of Conduct for faculty members (Teachings)

I. Teachers and their Responsibilities

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the Ideal of the profession. A teacher is constantly under the scrutiny of his students and society at large. Therefore, every teacher should be that there is no incompatibility between his precepts and practice. The national Ideals of education that have already been set forth and which he/she should seek to inculcate among students must be his/her ideals. The profession further requires that the teacher should be calm, patient, and communicative by temperament, and amiable in disposition.

Teacher should:-

- i. Adhere to a responsible pattern of conduct and demeanor expected of them by the community:
- ii. Manage their private affairs in a manner consistent with the dignity of the professions
- iii. Seek to make professional growth continuous through study and research:
- iv. Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge.
- v. Maintain active membership of professional organizations and strive to improve education and profession through them.
- vi. Perform their duties in the form of teaching, tutorials, practical's, seminars, and research work, conscientiously and with dedication.
- vii. Discourage and not indulge in plagiarism and other non-ethical behaviour in teaching and research.
- viii. Abide by the Act, Statute and Ordinance of the University and to respect its ideals, vision, mission, cultural practices, and tradition.
- ix. Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation.
- x. Participate in extension, co-curricular and extra-curricular activities, including community service.



II. Teachers and Students:-

Teachers should:

- i. Respect the rights and dignity of the student in expressing his/her opinion.
- ii. Deal justice and impartially with students regardless of their religion, caste, gender, political, economic, social, and physical characteristics
- iii. Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs.
- iv. Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare.
- v. Inculcate among students scientific temper, the spirit of inquiry and ideals of democracy, patriotism, social justice, environmental protection, and peace.
- vi. Treat the students with dignity and not behave in a vindictive manner towards any of them for any reason.
- vii. Pay attention to only the attainment of the student in the assessment of merit
- viii. Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward.
- ix. Aid students to develop an understanding of our national heritage and national goals.
- x. Refrain from inciting students against other students, colleagues, or administration.

III. Teachers and Colleagues

Teachers should:-

- i. Treat other members of the profession in the same manner as they wish to be treated:
- ii. Speak respectfully of other teachers and render assistance for professional betterment.
- iii. Refrain from making unsubstantiated allegations and colleagues to higher authorities.
- iv. Refrain from allowing considerations of caste, creed, religion, race, or sex in their professional endeavor.



IV. Teachers and Authorities:

Teachers should:-

- i. Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their institutional bodies and/or professional organizations for change of any such rule detrimental to the professional interest.
- ii. Refrain from undertaking any other employment and commitment, including private tuitions and coaching classes which are likely to interfere with their professional responsibilities.
- iii. Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand.
- iv. Co-operate through their organizations in the formulation of policies of the other institutions and accept offices.
- v. Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession
- vi. Adhere to the terms of the contract
- vii. Give and expect due notice before a change of position takes place.
- viii. Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of the academic schedule.

V) Teachers and Non-Teaching Staff

Teachers should:

- i. Treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution:
- ii. Help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

VI. Teachers and Guardians

Teachers should:-

Try to see through teachers' bodies and organizations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose of mutual exchange of ideas and the benefit of the institution.



VII. Teachers and Society

Teachers should:

- i. Recognize that education is a public service and strive to keep the public informed of the educational programme which are being provided
- ii. Work to improve education in the community and strengthen the community's moral and intellectual life.
- iii. Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole.
- iv. Perform the duties of citizenship: participate in community activities and shoulder responsibilities of public offices.
- v. Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote a feeling of hatred or enmity among different communities, religions, or linguistic groups but actively work for national integration.



3. Code of Conduct for Administrator

College Principal should:-

- i. Provide inspirational and motivational value-based academic and executive leadership to the college through policy formation, operational management, optimization of human resources, and concern for environment and sustainability;
- ii. Conduct himself / herself with transparency, fairness, honesty, highest degree of ethics, and decision making that is in the best interest of the college.
- iii. Act as a steward of the College's assets in managing the resources responsibility, optimally, effectively, and efficiently for providing a conducive working and learning environment.
- iv. Promote the collaborative, shared, and consultative work culture in the college, paving way for innovative thinking and ideas.
- v. Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction, and service to the nation and society.
- vi. Adhere to a responsible pattern of conduct and demeanor expected of them by the community.
- vii. Manage their private affairs in a manner consistent with the dignity of the profession.
- viii. Discourage and not indulge in plagiarism and other non-ethical behaviour in teaching and research.
- ix. Participate in extension, co-curricular and extra-curricular activities, including community service.
- x. Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavor.

HOD should-

Monitor and conduct academic activities and maintain a schedule in the department

- i. Monitor and conduct extracurricular activities in the department.
- ii. Monitor the teaching-learning and evaluation process in the department and take remedial actions accordingly
- iii. Plan and take the necessary actions for improvement of the department results and academic performance.
- iv. Enhance research. linkages, and collaborations.



4. Code of Conduct for Administrative / Support Staff

Support Staff members should:

1. Perform the highest possible work culture in their professional behaviour.
2. Cooperate with their colleagues, providing support, help, and guidance as and when required.
3. Use their skills and show efficiency for the advantage of the institute.
4. Attend professional development programmes and training.
5. Attend their duty hours punctually.
6. Give prior notice /sanction the leave in case of absence.
7. Maintain confidentiality in professional rehashed matters.
8. Assistance in all internal and university assessments/exams/tests fairly and properly concerning confidentiality and security.



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