
	<p align="center">Jayawant Shikshan Prasarak Mandal's JAYAWANTRAO SAWANT COLLEGE OF PHARMACY & RESEARCH</p>	
	<p align="center">S. No. 58, Handewadi Road, Hadapsar, Pune 411 028. Ph: +91- 75955920, Tele Fax: +91- 020-26970907 E- mail: jspm_jscopr@rediffmail.com Website : www.jspm.edu.in (Approved by AICTE, PCI, New Delhi and Govt. of Maharashtra Affiliated to Savitribai Phule Pune University, Pune Accredited by National Assessment and Accreditation Council, Bengaluru</p>	

Ref No.: JSCOPR/IC/OO/Rev.EC /03/2022-23

Date: 01/06/2022

OFFICE ORDER

Herby the following members are informed that, they have been appointed as members of **Ethics Committee** of Institute. The committee constitution has been revised as on Thursday, 01/06/2022. The tenure of committee will continue till Saturday, 31/05/2025.

Constitution of Ethics Committee (EC)

Sr. No.	Name of the Member	Title	Designation
1.	Dr Ms. V. V. Potnis	Principal	Chairman
2.	Mr. B. B. Chavan	Head of the Department	Member
3.	Ms. S. P. Dhamane	Head of the Department	Member
4.	Ms. N. N. Hingane	Teacher representative (UG)	Member
5.	Ms. A. K. Kolsure	Teacher representative (PG)	Member Secretary

All the members are instructed to accept the duties as prescribed by CDC and report to the undersigned.

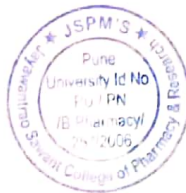
You are further instructed to comply with the norms and schedule of the committee.

V.V. Potnis

Dr (Ms) V.V.Potnis

PRINCIPAL

Jayawantrao Sawant
College Of Pharmacy & Research
Hadapsar, Pune - 411 028



JSPM's
Jayawantrao Sawant College of Pharmacy and Research, Pune- 411 028.

Ref: JSPM/EC-Meeting-Notice/2022-23/

Date: 08/07/2022

Meeting Notice

All members of the Ethics Committee (EC) of the college are hereby informed that, a meeting is scheduled on at 4.00 pm in the board room of college

All are therefore requested to kindly make it convenient to attend the meeting .
The brief agenda of the meeting is attached along with for your ready reference.

Ms. Ak.K.Kolsure

Member Secretary



V.V. Potnis
Dr (Ms) V.V.Potnis

PRINCIPAL
Jayawantrao Sawant
College Of Pharmacy & Research
Hadapsar, Pune - 411 028

Agenda of the meeting

- | Sr.
No. | Agenda |
|--------------------|---|
| 1. | Confirmation of minutes of previous meeting conducted on |
| 2. | Discussion on action taken report on previous meeting dated . |
| 3. | Discussion on code of conduct , need for code of conduct and objectives of the same |
| 4. | Discussion on un ethical practices in exams, research , academics and impact of the same on teaching learning and future career |
| 5. | Discussion on college policy for preventing unethical practices |
| 6. | Discussion on planning for activities for sensitization of students and staff for ethical practices in work and life |
| 7. | Discussion on mandates of apex bodies for ethical behavior |
| 8. | Any cases of unethical behavior for discussion |
| 9. | Proposing vote of thanks |



V. V. Patil
Dr (MS) V. V. Patil

PRINCIPAL
Jayawantrao Sawant
College Of Pharmacy & Research
Hadapsar, Pune - 411 028

JSPM's
Jayawantrao Sawant College of Pharmacy and Research, Pune- 411 028.
Ref: JSPM/EC-Meeting-Notice/2022-23/ *Date: 08/07/2022*

List of recipients

S. No.	Name	Designation	Signature
1.	Dr Ms. V. V. Potnis	Chairman	<i>V.V.Potnis</i>
2.	Mr. B. B. Chavan	Member	<i>B.B.</i>
3.	Ms. S. P. Dhamane	Member	<i>S.P.</i>
4.	Ms. N. N. Hingane	Member	<i>N.N.</i>
5.	Ms. A. K. Kolsure	Member Secretary	<i>A.K.</i>

V.V.Potnis

Dr (Ms) V.V.Potnis

PRINCIPAL

**Jayawantrao Sawant
College Of Pharmacy & Research
Hadapsar, Pune - 411 028**



JSPM's
Jayawantrao Sawant College of Pharmacy and Research, Pune- 411 028.

Ref:JSPM/EC-Meeting-Notice/2022-23/


Date:24/01/2023

Meeting Notice

All members of the Ethics Committee (EC) of the college are hereby informed that, a meeting is scheduled on **02/02/2023** at 3.30 pm in the board room of college.

All are therefore requested to kindly make it convenient to attend the meeting .
The brief agenda of the meeting is attached along with for your ready reference.

Ms. Ak.K.Kolsure
Member Secretary


Dr (Ms) V.V.Potnis
PRINCIPAL
Principal
Jayawantrao Sawant
College Of Pharmacy & Research
Hadapsar, Pune - 411 028



JSPM's
Jayawantrao Sawant College of Pharmacy and Research, Pune- 411 028.

Ref:JSPM/EC-Meeting-Notice/2022-23/

Date:24/01/2023

Agenda of the meeting

- | Sr.
No. | Agenda |
|--------------------|--|
| 1, | Confirmation of minutes of previous meeting conducted on 20/07/2022 |
| 2. | Discussion on action taken report on previous meeting dated 20/07/2022 |
| 3. | Discussion on implementation of code of conduct. |
| 4. | Discussion on selection of dress code for sports, for training & placement activities and cultural programs. |
| 5. | Discussion on college policy for celebration of National Women's day. |
| 6. | Discussion on planning for activities for sensitization of students regarding NCW and POSH issues . |
| 7. | Discussion on mandates of apex bodies for ethical behavior |
| 8. | Any cases of unethical behavior for discussion |
| 9. | Proposing vote of thanks |

V. Patil
PRINCIPAL
Jayawantrao Sawant
College Of Pharmacy & Research
Hadapsar, Pune - 411 028



JSPM's
Jayawantrao Sawant College of Pharmacy and Research, Pune- 411 028.
Ref:JSPM/EC-Meeting-Notice/2022-23/

Date:02/02/2023

List of recipients

S. No.	Name	Designation	Signature
1,	Dr Ms. V. V. Potnis	Chairman	<i>Vupotnis</i>
2.	Mr. B. B. Chavan	Member	<i>B B</i>
3.	Ms. S. P. Dhamane	Member	<i>Shu</i>
4.	Ms. N. N. Hingane	Member	<i>N N</i>
5.	Ms. A. K. Kolsure	Member Secretary	<i>A K</i>

Vupotnis



Dr (Ms) V.V.Potnis

PRINCIPAL

Jayawantrao Sawant

College Of Pharmacy & Research
Hadapsar, Pune - 411 028



	<p align="center">Jayawant Shikshan Prasarak Mandal's JAYAWANTRAO SAWANT COLLEGE OF PHARMACY & RESEARCH</p>	
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<p>Prof. Dr T. J. Sawant B.E.(Elec.), MISTE Founder-Secretary</p>		

Ref No.: JSCOPR/IC/00/Rev.EC /03/2022-23

Date: 01/06/2022

OFFICE ORDER

Herby the following members are informed that, they have been appointed as members of **Ethics Committee** of Institute. The committee constitution has been revised as on Thursday, 01/06/2022. The tenure of committee will continue till Saturday, 31/05/2025.

Constitution of Ethics Committee (EC)

Sr. No.	Name of the Member	Title	Designation
1.	Dr Ms. V. V. Potnis	Principal	Chairman
2.	Mr. B. B. Chavan	Head of the Department	Member
3.	Ms. S. P. Dhamane	Head of the Department	Member
4.	Ms. N. N. Hingane	Teacher representative (UG)	Member
5.	Ms. A. K. Kolsure	Teacher representative (PG)	Member Secretary

All the members are instructed to accept the duties as prescribed by CDC and report to the undersigned.

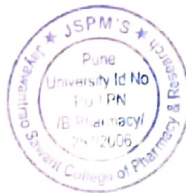
You are further instructed to comply with the norms and schedule of the committee.

V.V. Potnis

Dr (Ms) V.V.Potnis

PRINCIPAL

Jayawantrao Sawant
College Of Pharmacy & Research
Hadapsar, Pune - 411 028



**JSPM'S
JAYAWANTRAO SAWANT COLLEGE OF PHARMACY & RESEARCH**

Ref No: JSPM/JSCOPR/EC- meeting/ 2022-23

Minutes of Meeting

Date: 20/7/2022

Meeting Type: Faculty meeting - Ethics Committee

Venue and mode: Board room

Timing: 4.00 pm -5.00 pm

Chairperson: Dr V.V. Potnis

Secretary: Ms. A. K. Kolsure

The Chairperson began the scheduled meeting by first making a roll call and confirmed presence of the members.

- The Chairperson declared the existence of a valid quorum for the meeting.
- The Chairperson declared that the recording of this meeting shall be maintained with the member secretary

Agenda	Resolution	Action taken /person responsible
Agenda 1. Review and confirmation of minutes of previous meeting conducted on 25/03/2022	The minutes of previous meeting were read by Ms. A. K. Kolsure she also briefed members about compliance with decisions taken at previous meeting.	The minutes were confirmed with additions in channels of communication. Responsibility: Ms. A. K. Kolsure
Agenda 2. Discussion on action taken report on previous meeting on 25/03/2022	Discussion on measures for ensuring compliance with code of dressing Resolved that , the students and staff not complying with dress code will be required to make written commitment , third time non compliance would initiate disciplinary action . Students to be given exercise of studying case studies of code of ethics and make own hand written report within the same week.	Responsibility: Principal for teachers Guardian faculty of the respective students
Agenda3. Discussion on code of conduct , need for code of conduct and objectives of the same	The members discussed the structure of presentations to be made at induction for students and faculty for sensitizing regarding college ethics, policies, core values and draft code Resolved that , one of eh modules for induction programme must include presentation on Code of Conduct, Ethics etc. for newly admitted students/staff or BPH and MPH	Responsibility: Principal for teachers Coordinator assigned for induction activity for student



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Agenda 4. Discussion on unethical practices in exams, research, academics and impact of the same on teaching learning and future career	Ms. A.K.Kolsure, described a few uncommon incidences of copying by students using smart watches. Resolved that , both invigilators and student examinees not to carry watches, mobiles or blue tooth cords in exam hall	
Agenda 5. Discussion on college policy for preventing unethical practices	Dr V.V.Potnis , the Principal discussed need for working together for respect for college policies, core values and rules for safeguarding rights of students and staff. Resolved that , case studies on need for ethical practices to be prepared and discussed with students in every term	Action taken /person responsible Ms. A.K.Kolsure, to prepare presentations in consultation with the chairman within 1 month.
Agenda 6. Discussion on planning for activities for sensitization of students and staff for ethical practices in work and life	Dr V.V.Potnis , the Principal instructed members for giving suggestions for planning activities. Resolved that , guest lectures and quiz competitions to be organized every term for code of ethics in personal, social and professional life	Action taken /person responsible Ms. A.K.Kolsure, to coordinate with teacher in charge for guest lectures and submit plan within 15 days.
Agenda 7. Discussion on mandates of apex bodies for ethical behavior	Dr V.V.Potnis , suggested that anti ragging committee and squad to conduct visits at sensitive points and timing for checking compliance. Resolved that the schedule of visits to be planned and submitted within 15 days .	Action taken /person responsible Ms. A.K.Kolsure, to prepare presentations in consultation with the chairman within 1 month.
Agenda 8. Any cases of unethical behavior for discussion	Ms. Kolsure informed a case of repeated non- compliance for dress code by 6 students of final year 22-23. Resolved that , the students to approach individually to the Principal for counselling	Action taken /person responsible Ms. A.K.Kolsure
Agenda 9 Proposing vote of thanks	Ms. Kolsure proposed vote of thanks to all the members and requested the chairman to grant permission to conclude the meeting.	
Agenda 10. Proposing date of next meeting	Date of next meeting schedule:First week of February 2023 The Chairman recommended the schedule for next meeting in the month of February 2023	Action taken /person responsible Ms. A.K.Kolsure to communicate all in advance



Vijay Sawant
PRINCIPAL
Jayawantrao Sawant
College Of Pharmacy & Research
Hadapsar, Pune - 411 028

**JSPM'S
JAYAWANTRAO SAWANT COLLEGE OF PHARMACY & RESEARCH**

Ref No: JSPM/JSCOPR/EC- meeting/ 2022-23

Minutes of Meeting

Date: 02/02/2023

Meeting Type: Faculty meeting - Ethics Committee

Venue and mode: Board room

Timing: 3.00pm -4.00 pm

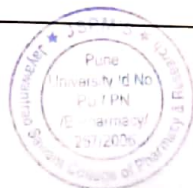
Chairperson: Dr V.V. Potnis

Secretary: Ms. A. K. Kolsure

The Chairperson began the scheduled meeting by first making a roll call and confirmed presence of the members.

- The Chairperson declared the existence of a valid quorum for the meeting.
- The Chairperson declared that the recording of this meeting shall be maintained with the member secretary

Agenda	Resolution	Action taken /person responsible
Agenda 1. Review and confirmation of minutes of previous meeting conducted on 20/07/2022	The minutes of previous meeting were read by Ms. A. K. Kolsure she also briefed members about compliance with decisions taken at previous meeting.	The minutes were confirmed with additions in channels of communication. Responsibility: Ms. A. K. Kolsure
Agenda 2. Discussion on action taken report on previous meeting on 20/07/2022	Discussion on implementation of code of conduct. Resolved that, Guardian faculty of the respective students will conduct session on all Code of conduct	Responsibility: Principal for teachers Guardian faculty of the respective students
Agenda3. Discussion on code of conduct , need for code of conduct and objectives of the same	Discussion on selection of dress code for sports,for training & placement and cultural programs. Resolved that, subject and activity coordinators will conduct the session as per induction program time table	Responsibility: Principal for teachers Coordinator assigned for induction activity for student



Agenda 4. Discussion on un ethical practices in exams, research , academics and impact of the same on teaching learning and future career	Discussion on college policy for celebration of National Women day and NCW activities Resolved that , study material will provide to students and quiz competiton will schedule on same.	Responsibility: Ms.N.N.Hingane
Agenda 5 Discussion on mandates of apex bodies for ethical behavior	Discussion on mandates of apex bodies for ethical behavior	Responsibility:Ms.S.P.Dhamane
Agenda 6. Any cases of unethical behavior for discussion	Any cases of unethical behaviour. Members informed that , there is no such case since the previous meeting. Resolved that , a nil report to be submitted for evidence by each GFM.	Action taken /person responsible Ms. A.K.Kolsure , to prepare presentations in consultation with the chairman within 1 month.
Agenda 7 Proposing vote of thanks	Ms. Kolsure proposed vote of thanks to all the members and requested the chairman to grant permission to conclude the meeting.	-
Agenda 8. Proposing date of next meeting	Date of next meeting schedule:First week of July2023 The Chairman recommended the schedule for next meeting in the month of July 2023	Action taken /person responsible Ms. A.K.Kolsure to communicate all in advance



V.V.Potnis
Dr (Ms) V.V.Potnis

PRINCIPAL
Jayawantrao Sawant
College Of Pharmacy & Research
Hadapsar, Pune - 411 028