

7.1.10

The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.



www.sonamukhicollegebankura.com
sonamukhicol@gmail.com
(91)03244-275251

SONAMUKHI COLLEGE

P.O. - Sonamukhi, Dist. - Bankura,
West Bengal, India - 722 207

NAAC : B(2.37) 2016 - 1st Cycle

AISHE:: C-44762

To whom it may concern

7.1.10

The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

Claimed HEI Input:

1. The code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the code of conduct



ATTESTED

Principal
Sonamukhi College
Sonamukhi, Bankura



From : Dr. Bappaditya Mandal
Principal

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Report/Policy document on environmental awareness and energy usage

• Green Audit

Green Audit result of Sonamukhi College has been prepared by District Co-ordinator, Bankura, WB, Bio-Diversity Board on 28/10/2021 based on visit to the College campus, checking records and interactions with faculty, non-teaching staff and students. No intrusive study was conducted during the audit. The audit result presents greens initiatives taken up the institutions and provides suggestions and recommendations to improve environmental sustainability.

• Green College Campus

Sonamukhi College management is inclined more towards protecting the natural resources. On this context, they have taken initiative in tree plantation and gardening the college campus. These asserts the passion towards greenery and also we have a regular practice to grow flowering plants and medicinal plants.

• Awareness Programme on Social Outreach

Our college organizes various outreach programmes aiming to create awareness about literacy, health issues, gender issues and environment. NSS and NCC students tried to make the villagers understand the importance of these outreach programme. The villagers were benefitted a lot by these campaign.

• Beyond the Campus Environmental Promotional Activities

Sonamukhi college has reach culture of environmental promotional activities under the society-connect programme of the college mainly through NSS and NCC students. Even during the pandemic situation ,activity was carried out with students by designing the posters and spreading awareness by campaigning. During 2019-20 the college has organized the following environmental programmes beyond the campus-

- i) Parthenium uprooting on 26/06/2019
- ii) Tree plantation on 20/09/2019
- iii) Swachhata Pakhwada on 7/12/2019
- iv) Plantation Programme outside the College on 5/06/2021
- v) Covid Awareness Programme on 27/06/2020
- vi) Plogging Run Programme on 2/10/2020

Apart from that, the college has organized seminars and webinars as a commitment towards environmental protection. In different times clean and green villages drives in nearby villages like muslo, shiberbandh have been taken.



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CAMPUS CODE OF CONDUCT FOR STUDENTS

Sonamukhi College, Sonamukhi, Bankura

1. Any types of ragging is prohibited within the College campus and in such cases students may drop a written complaint in the Complain Drop Box of the College. If found guilty the Institution suspends the concerned students.
2. Duty of every student is to attend their classes punctually and regularly as attendance of 75% working days- is a compulsory measure and cheating or copying during examinations is forbidden.
3. During the college – hour's unnecessary gossip, loitering, smoking, drinking alcohol, using cell phones is strictly prohibited.
4. No capitation fee is allowed in the college.
5. Grievance redressal mechanism of the college is so rigid to control any types of nuisance, social discrimination within the college premises.
6. The College Governing Body, the Principal and the Grievance Redressal Cell, Bishakha Cell is strict to control the serious breaches of discipline, misconduct and sexual harassment.
7. Academic dishonesty is forbidden and the students are expected to uphold integrity to reach the educational goals.
8. Students are to follow the quotes from inspirational philosophers as affixed on college – walls.



Bm
7-10-21
Principal

Sonamukhi College
P.O. Sonamukhi, Dt- Bankura

J. Chand.
J. Chand.
J. Chand.



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CODE OF CONDUCT OF TEACHERS

Sonamukhi College, Sonamukhi, Bankura

- 1) Participating in any private coaching class is prohibited.
- 2) In accordance with the noble profession of teaching, the teacher is expected to have a decent and dignified behaviour and conduct.
- 3) The teacher shall always think of educational betterment and refrain from discrimination and disintegration.
- 4) As a vigilant citizen the teacher shall render voluntary service for community development.
- 5) A teacher shall always impart adequate knowledge and guide the students to become an ideal human being.-

CODE OF CONDUCT OF NON - TEACHING STAFF

Sonamukhi College, Sonamukhi, Bankura

- 1) Regular and punctual attendance for smooth running of college.
- 2) Availability during working hours.
- 3) Maintenance of calm, cool and congenial atmosphere within the campus.
- 4) To take prior permission before being absent from duties.
- 5) Always needed vigilance.

CODE OF CONDUCT OF PRINCIPAL

Sonamukhi College, Sonamukhi, Bankura

- 1) As administrator to impart Good Governance.
- 2) Co-ordinating different sectors and committees for developmental planning.
- 3) To ensure equality, justice, unity, integrity and well-being.
- 4) Observance and implementation of orders from Higher Authority from time to time.
- 5) Transparency in every spheres.



J. Chandi


Principal 21/10/21

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Committees to monitor adherence to the code of conduct

With effect from 2018-19 Academic Sessions

18	Anti Ragging Sub-Committee	1	Principal
		2	Dr Suvrokanti Sinha
		3	Dr Subir Kumar Choudhury
		4	Dr Sadhan Kumar Patra (Convenor)
		5	Ms Suvoshree Majumdar
		5	Sri Debabrata Chatterjee
		6	Sri Rabi Shankar Sidhhanta
		7	Ms Lilabati Bhattacharya

22	Discipline & Healthy atmosphere maintenance cell	1	Principal
		2	Dr Subir Kuar Choudhury
		3	Dr Subhrakanti Sinha
		4	Dr Sadhan Kr Patra
		5	Dr Saikat Dalui (Convenor)
		6	Dr Ratul Saha (NCC)
		7	Sri Suvoshree Majumdar (NSS)
		8	Sri Debabrata Chatterjee
		9	Sri Rabishankar Sidhhanta
		10	G.S. Students' Union/council



ATTESTED

Teacher-in-Charge
Sonamukhi College
Sonamukhi, Bankura



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From : Dr. Bappaditya Mandal
Principal

NAAC : B(2.37) 2016 - 1st Cycle

AISHE :: C-44762

Formation of ICC on sexual harassment as per Vishkha guidelines (Earlier as Quick redressal forum for women employees and girl students)

2015-2016 onwards

SONAMUKHI COLLEGE	
SESSION 2015-16	
XVII. QUICK REDRESSAL FORUM FOR WOMEN EMPLOYEES & GIRL STUDENTS	
1.	Prof. Sumana Sanyal, Asst. Prof. of Bengali, (Convenor)
2.	Prof. Sudhamoyee Kumar, Asst. Prof. of Philosophy,
3.	Prof. Subhashree Majumdar, Asst. Prof. of Zoology,
4.	Smt. Kunti Dora
5.	Smt. Boni Roy (morning shift)

2018-19 onwards

21	Quick redressal forum for women employees & Girl Students	1	Principal
		2	Dr Sunita Mukhopadhyaya
		3	Dr Sumana Sanyal (Convenor)
		4	Ms Sudhamoyee Kumar
		5	Ms Kunti Dora
		6	Ms Boni Roy
		7	Ms Lilabati Bhattacharya
		8	Students' female representative

2020 onwards

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মিটিং রেজল্যুশন বহি MEETING RESOLUTION BOOK

Sl	Committee	Members	Designation	Remark
4	Internal Complaint Cell as per Vishkha guideline on sexual harassment	i) Dr Bappaditya Mandal	Principal	Chairperson
		ii) Subhashree Majumdar	Assistant Prof of Zoology	Presiding Officer
		iii) Saikat Aich, Durgapur Women's Dev Org.	Gen. Secretary	NGO representation
		iv) Dr Sumana Sanyal	Assistant Prof of Bengali	Email: vishkhasonamukhicol@gmail.com
		v) Dr Kuntali Mukhopadhyay	Asst. Prof. of Economics	
		vi) Sk Moinul Haque	Assistant Prof of Bengali	
		vii) Ashok Dhani	SACT-II in Philosophy	
		viii) Kunti Dora	Sweeper	
		ix) Boni Roy	Library Attendant	
		x) Students' female representative		when available
		xi) Students' female representative		when available



ATTESTED

Principal

Sonamukhi College
Sonamukhi, Bankura

15.04.2020

Rules, Regulations and code of conduct

2016-17

SONAMUKHI COLLEGE



Estd. – 1966

(U.G.College Affiliated to the University of Burdwan)

GLORIOUS 50 YEARS OF EXCELLENCE



*Prospectus
2016-17*

P.O. SONAMUKHI, Dist. BANKURA
Pin Code-722207, West Bengal, INDIA
Phone: 03244 275251
Website: www.sonamukhicollege.org
Admission Link: onlinesonamukhicollege.org
e-mail: sonamukhicol@gmail.com



1

ATTESTED

Principal
Sonamukhi College
Sonamukhi, Bankura

DISCIPLINE

- (a) Classes are to be attended regularly and punctually. At least 75% attendance in classes (both Theoretical and Practical) is a must.
- (b) Discipline is to be observed in and outside the classroom to maintain a healthy teaching-learning atmosphere.
- (c) Students should be obedient and humble to the teachers and the staff of the college.
- (d) Students have to participate in all cultural functions, sports and games, N.C.C., N.S.S. developmental social services, conducted by the college.
- (e) Appearing at Class/Unit-Test and Test-Exam is a must. Students have to appear at two Class/Unit-Tests and one Test-Exam in an Academic year.
- (f) Students should carefully observe all rules, orders and measures, issued to them from time to time.
- (g) Students should pay their fees in due dates of each month and appear at all the Class Test/ Test Exams. Otherwise they will not be allowed to fill in Exam. Forms and appear at the respective Final Exam. of the university.
- (h) Students have to return the books, borrowed from the Central Library of the college, within 30 days, failing of which, they are bound to pay the fine of Rs. 1/- for the next day and 50 Paise for each subsequent day for default.



2017-18

SONAMUKHI COLLEGE



Estd. – 1966

NAAC : B(2.38) # 1st cycle 2016

(U.G.College affiliated to The University of Burdwan since 1966
& to Bankura University from Academic Session 2017-18)



SONAMUKHI COLLEGE, SONAMUKHI, BANKURA - 722207, W.B.



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Pin Code-722207, West Bengal, INDIA

Phone: 03244 275251

Website: www.sonamukhicollegebankura.com

Online Admission Link : sonamukhicollege.com

e-mail: sonamukhicol@gmail.com

1

ATTESTED



[Signature]
Principal
Sonamukhi College
Sonamukhi, Bankura

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- (e) Appearing at Class/Unit-Test is a must. Students have to appear at Class/Unit-Tests before semester Exam.
- (f) Students should carefully observe all rules, orders and measures, issued to them from time to time.
- (g) Students should pay their fees in due dates of each month and appear at all the Class Test/Unit Test Exams. Otherwise they will not be allowed to fill in Exam. Forms and appear at the respective Final Semester Exam. of the university.
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ATTESTED

[Signature]
Principal
Sonamukhi College
Sonamukhi, Bankura

2018-19

SONAMUKHI COLLEGE



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1



ATTESTED

Principal

Sonamukhi College
Sonamukhi, Bankura

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Principal

Sonamukhi College
Sonamukhi, Bankura

2019-20

SONAMUKHI COLLEGE



Estd. – 1966

NAAC : B(2.37) # 1st cycle 2016

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& to Bankura University from Academic Session 2017-18)



SONAMUKHI COLLEGE, SONAMUKHI, BANKURA - 722207, W.B.

Prospectus
2019-20

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Website: www.sonamukhicollegebankura.com

Online Admission Link : sonamukhicollege.in

**** Admission e-mail: smkadmission@gmail.com

1



ATTESTED

BTS/22
Principal

Sonamukhi College
Sonamukhi, Bankura

- (h) Students have to return the books, borrowed from the Central Library of the college, within 30 days, failing of which, they are bound to pay the fine of Rs. 1/- for the next day and 50 Paise for each subsequent day for default.

ADMISSION PROCEDURE

Registration for online application is required for Honours(maximum three subjects) and Programme (Arts/Science/Commerce) courses.

Common information to applicants :

- (i) Reservation including PWD to various courses will be maintained as per Govt. rules and will be automatically done by the software itself.
- (ii) Merit-list for the admission to First semester course during 2019-20 Academic Year will be prepared according to Aggregate Marks of five subjects as stated in the para of 'Merit list generation'. The calculation of Aggregate Marks will be done by the software itself on the basis of the decision taken by Sonamukhi College admission committee keeping in mind the Bankura University circular(prevaling) for admission.
- (iii) Students, willing to apply for admission to First semester **Honours Course**, should have at least 45% marks in the subject (selected for **Honours**) and 45% marks(based on English, Bengali and best three other combinations for WBCHSE and based on English and other best three combinations in ICSE, CBSE or equivalent). Best 5 marks will be treated as aggregate. No mark will be deducted for applicants passed 10+2 level in previous years.
- (iv) Students seeking admission to the programme Courses should have minimum pass marks (in case of practical based subject 40% Marks in 10+2 level).
- (v) Seat capacity and fees structure are attached.
- (vi) Mode of payments relating to Admission process – Through Payment gateway which will appear at the time of fees deposit. **Online Payment Gateway (PAYUMoney) : Auto generated.** Payment may be done by Debit card, Credit card or net banking.
- (vii) **Please upload the correct photo graph & Signature, 10th Admit & Mark sheet, 12th Mark sheet, Caste certificate & PWD certificate (if applicable). Otherwise your application will be cancelled by the online software automatically. No change shall be possible in future.**
- (viii) ***Always take print out of application fees deposit, Application form and admission fees deposit(if any). These will be auto generated.**
- (ix) **During registration process, students have to put their mobile number and email. Mobile no and email will be used by the college as well as by the University for communication purpose in future. So students are directed to provide permanent mobile no and email.**

A) Fees for Registration of online application for admission :

Hons. Rs.200/- including or excluding Programme course &

Only Programme Rs. 100/- and Bank Charges

(Extra Service charge & Tax as per rule of payment Gateway)

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ATTESTED
12/5/22
Principal
Sonamukhi College
Sonamukhi, Bankura

2020-21

Sonamukhi College

NAAC # B(2.37)



1st Cycle::2016



Whatsapp number, Contact number & email id are compulsory for all students

Effect
Cause

→ **e-Prospectus 2020-21**

:: Affiliation ::

The University of Burdwan::17/8/1966 to 31/12/2016

Bankura University::01/01/2017 ----

P.O. & P.S. - Sonamukhi, Dist.-Bankura,
West Bengal, India, PIN- 722 207

LL:::+91-3244 275251

Know me : www.sonamukhicollegebankura.com

www.sonamukhicollege.ac.in (in progress)

Admission query : smkadmission@gmail.com

2020-21 Admission link :: admissionsonmukhicollege.in

ALWAYS PROTEST AGAINST RAGGING



STAY SAFE



ATTESTED

P. Ashu
Principal

Sonamukhi College
Sonamukhi, Bankura

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- e) Appearing at Class/Unit-Test/Internal assessment is mandatory. **Students must have to appear at Internal Assessment in each paper before Semester Examination otherwise they won't be able to appear in the Semester Examinations conducted by the University.**
- f) Students should carefully observe all rules, orders and measures, issued to them from time to time. They are advised to check College website regularly.
- g) Students should pay their fees in online process.



Always Protest Against Ragging.

14



ATTESTED

[Signature]
Principal

Sonamukhi College
Sonamukhi, Bankura