



SYMBIOSIS INSTITUTE OF BUSINESS MANAGEMENT (PUNE)

(Constituent of Symbiosis International (Deemed University) (SIU))

Welcomes

44th Batch

of

MBA Flagship (2021-23)



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SYMBIOSIS INSTITUTE OF BUSINESS MANAGEMENT (PUNE)

(Constituent of SIU)

Pre-Induction -MBA Flagship (2021-23)



Pre-Induction Program Summary

Day	Date	Time	Sessions
1	Wednesday, 30 th June, 2021	10.00 am – 10:30 am	Welcome address by Director, SIBM Pune
		10:30 am - 1:45 pm	Session by Industry Experts
		2:15 pm - 3:00 pm	Introduction of Faculty and Staff members, SIBM Pune.
		3:15 pm - 5:00 pm	Session on Gender Sensitization and Introduction to SIU Central Library
2	Thursday, 1st July, 2021	10:00 am - 11:30 am	Address by Dy Director (Academics) SIBM Pune
		11:30 am - 1:15 pm	Rules, Code of Conduct & Examination and Antiragging
		2:00 pm - 5:00 pm	Session on corporate expectations by Head Corporate Relations, SIBM Pune
3	Friday, 2nd July, 2021	9:30 am - 5:30 pm	Panel Discussion with Industry Alumni
4	Saturday, 3 rd July, 2021	10:00 am - 5:15 pm	Session with Industry Experts
5	Sunday, 4 th July, 2021	Holiday	Holiday (Sunday)
6	Monday, 5 th July, 2021	9:30 am - 11:15 am	2 Years Journey at SIBM Pune
		11:30 am - 2:00 pm	Common Induction
		2:30 pm - 5:45 pm	Choosing Specialization and Interaction with Faculty members (HR /Finance & Operations)
7	Tuesday 6 th July, 2021	10:00 am - 11:30 am	Choosing Specialization (Marketing)
		12:00 pm - 6:00 pm	Student Council Presentations

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Day-1

30th June, 2021 - Wednesday

Inaugural Session



Reporting Time: 9:50 am

Dress Code: Formals

Time	Event
10:00 am – 10:30 am	Welcome address by Dr. Ramakrishnan Raman, Director SIBM Pune, Dean -Faculty of Management -SIU & Director – Strategy & Development, Symbiosis.
10:30 am – 11:15 am	Session by Mr. Manoj Murali, MD, Airtel Uganda (Chief Guest)
11:15 am -11:30 am	Tea break
11:30 am – 12:15 pm	Session by Mr. Sumit Joshi, Managing Director and CEO India Subcontinent, Signify
12:15 pm - 1:00 pm	Session by Mr. Amit Malik, CEO & MD, Aviva Life Insurance
1:00 pm – 1:45 pm	Session by Mr. Deepayan Sensharma, Director HR, BT Group
1:45 pm – 2:15 pm	Lunch
2:15 pm – 3:00 pm	Introduction of Faculty and Staff Members, SIBM Pune
3:00 pm - 3: 15 pm	Tea break
3:15 pm - 4:15 pm	Session on Gender Sensitization by Ms. Renuka Mukadam
4:15 pm to 5:00 pm	Introduction to SIU Central Library

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Day-2

1st July, 2021 - Thursday



Reporting Time: 8:35 am

Dress Code: Formals

Time	Event
8:45 am to 9:45 am	Yoga Session by Symbiosis Center for Yoga
9:45 am to 10:00 am	Tea Break
10:00 am – 11:30 am	Address by Dr. V.V Ravi Kumar, Dy Director (Academics) SIBM Pune
11:30 am -11:45 am	Break
11:45 am -1:15 pm	Rules, Code of Conduct & Examinations and session on Antiragging - Dr. Madhura Bedarkar - Dy Director (Administration) and Prof. Sunaina Kuknor- Exam Incharge, SIBM Pune
1:15 pm- 2:00 pm	Lunch
2:00 pm – 3:30 pm	Corporate Expectations - Prof. Sandeep Bhattacharya – Head-Corporate Relations, SIBM Pune
3:30 pm -3:45 pm	Tea break
3:45 pm-5:15 pm	Corporate Expectations - Prof. Sandeep Bhattacharya - Head-Corporate Relations, SIBM Pune

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Day 3 2nd July, 2021 – Friday



Reporting Time: 9:20 am

Dress Code: Formals

Time	Event
9:30 am – 10:30 am	Session from Symbiosis Centre for Entrepreneurship and Innovation - Prof. Yogesh Brahmanekar, CEO -SCEI - Prof Ismail Akbani, Head Innovation & Linkages-SCEI
10:30 am -12:00 pm	Interaction with Industry Experts (Marketing) Alumni, SIBM Pune <ul style="list-style-type: none"> • Mr. Viraf Hirjee • Mr. N Chandrahas • Mr. Sarbjeet Matharu • Mr. Abhaya Sharma
12:00 pm – 12:15 pm	Tea break
12:15 pm- 1:45 pm	Interaction with Industry Experts (HR) Alumni, SIBM Pune <ul style="list-style-type: none"> • Ms. Sampurna Ray • Mr. Abhinav Magapu • Mr. Nikhil Saha • Ms. Ritika Chopra
1:45 pm – 2:15 pm	Lunch
2:15 pm – 3:45 pm	Interaction with Industry Experts (Finance) Alumni, SIBM Pune <ul style="list-style-type: none"> • Mr. Gaurav Diwan • Mr. Jimit Gosalia • Mr. Subham Agarwal • Ms. Jharna Gupta
3:45 pm- 4:00 pm	Tea break
4:00 pm- 5:30 pm	Interaction with Industry Experts (Operations) Alumni, SIBM Pune <ul style="list-style-type: none"> • Mr. Yash Sanghavi • Mr. Debopam Das • Mr. Akhil Deshpande

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Day 4
3rd July, 2021 – Saturday
Session with Industry Experts



Reporting Time: 9:50 am

Dress Code: Formals

Time	Event
10:00 am – 11:30 am	Session by Mr. Ramesh Kumar, Head - Human Resources, Wells Fargo
11:30 am – 12:00 pm	SIBM Pune- The journey from campus to corporate & a brief on our illustrious alumni
12:00 pm - 12:15 pm	Tea break
12:15 pm – 1:30 pm	Session by Mr. Virendra Somwanshi, Managing Director and CEO, Motilal Oswal Private Wealth Management
1:30 pm - 2:00 pm	Lunch
2:00 pm – 3:30 pm	Session by Mr. Amit Narain, Global Head - HR Business Services, Nestle
3:30 pm - 3:45 pm	Tea break
3:45 pm-5:15 pm	Session by Mr. Prakash Rohera, Leadership and Corporate Trainer, Motivational and Keynote Speaker, TEDx, Executive and Presentation Skills Coach, Speech and Image Consultant

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Day 5

5th July, 2021 (Monday)

Common Induction and Choice of Specialization



Reporting Time: 9:20 am

Dress Code: Formals

Time	Event
9:30 am – 11:15 am	The two-year Journey at SIBM, Pune by Col. Sunil Brijkrishan, Consultant / Soft Skills & Behavioral Skills: Public Speaker & Motivator; Trainer, Counselor & Mentor.
11:15 am -11:30 am	Tea break
11:30 am - 2:00 pm	COMMON INDUCTION
2:00 pm - 2:30 pm	Lunch
2:30 pm - 3:30 pm	Specialization Orientation session for Human Resource Management (HR)
3:30 pm- 4:30 pm	Specialization Orientation session for Finance
4:30 pm - 4:45pm	Tea break
4:45 pm - 5:45 pm	Specialization Orientation session for Operations



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Day 6

6th July, 2021 (Tuesday)

Choice of Specialization and Student Council Presentations



Reporting Time: 9:50 am

Dress Code: Formals

Time	Event
10:00 am – 11:30 am	Specialization Orientation session for Marketing
11:30 am – 12:00 pm	Tea break
12:00pm – 1:30 pm	Student Council Presentations (Alumni Team, ART, CIT and CoC)
1:30 pm – 2:00 pm	Lunch break
2:00 pm - 3:45 pm	Student Council Presentations (iSMaRT, PAT, RSDT, SECC & SMT)
3:45 pm - 4:00 pm	Tea break
4:00 pm - 6:00 pm	SIG Presentations

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Rule Book



Ragging is Prohibited in SIBM – Pune

INDEX

Sr. No.	Topic
1	Attendance Rules
2	Anti-Ragging Rules
3	Placement Rules
4	Exam Rules
5	Grading Rules
6	Dress Code
7	SIU Code of Conduct

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1. Attendance Rules

At SIBM Pune, our endeavor is to maintain a high degree of academic rigor and discipline. We have observed that the quality and employability of students is related to attendance in classroom lectures, workshops, field visits, etc. As a result, we have decided to streamline and monitor the attendance process. Please note following points:

1. We expect **100% attendance** throughout all semesters. Leaves may be opted for activities related to student councils, inter institute competitions, personal or medical emergencies, to a maximum extent of 25%.
2. For every division, an academic coordinator will be allotted for taking attendance for every lecture. Please ensure that you report your attendance in the class itself when it is taken.
3. Forms for leave and exemptions will be available in the SIBM office. (Please note exemptions will not be treated as attendance in the system for any reason).
4. Application for leaves will be signed by the faculty in charge and will be sent to the Director/ Deputy Director for approval.
5. Unreported absence is not acceptable. Thus, to avoid further action, please fill and submit the leave/ exemption form **at least two days in advance**.
6. In case of emergency leave, please send an email to faculty in charge of attendance and attendance coordinator.
7. The status of your attendance can be checked online. Link is given below:
<http://10.10.90.11/eSIBMUser/Login.aspx>
8. The attendance of minimum 75% is mandatory for all students of the University to be eligible for the external exams of all the courses of the term. If the criteria are not met by any student, the institute will declare it as TNG/ CNG (Term Not Granted/ Course Not Granted).
9. All those students granted TNG/CNG will have to appear for the respective examination in the next season as backlog.
10. Attendance for guest lectures/ workshops/field visits/ training programs organized by the institute is mandatory. Unreported absence will be treated with strict action.
11. **Sessions will be conducted online due to Covid-19 pandemic, till further notification. Attendance will be captured for all online sessions**

Exemptions for council activities:

Please note that having low attendance reflects poorly on any academic institute. It adversely affects the outsider's perception of the institute. It also impacts the quality and employability of students. Thus, for the benefit of students and the institute, it is essential to utilize exemptions in the best possible way.

Therefore, council members should apply for exemption only **whenever it is required** and for a particular **time period**.

Council coordinators are requested to fill in exemption forms in advance. They should fill in exemptions for council members as well as volunteers (if any). Applications for exemptions submitted **post the event will not be accepted**.

2. Anti- Ragging

1. Under “UGC Regulations on Curbing Menace of Ragging in Higher Educational Institution 2009” Ragging on any Symbiosis premises and campuses including hostels is strictly prohibited.
2. It has been impressed upon by the supreme court of India that if any incidence of ragging come to notice student shall be given liberty to explain and if his explanation is not found satisfactory the authority would expel him from the institute.

1. Anti-Ragging Committee:

- a. Director/ Head of the Constituent Institute/ Department from Campus/ Location nominated by the Vice Chancellor- **Chairperson**
- b. One Representative of Civil Administration from the City/Town where campus/location is situated- **Member**
- c. One Representative of nearby Police Station - **Member**
- d. One Representative of Local Media - **Member**
- e. One Representative of an Non- Government Organization (NGO) involved in youth activities- **Member**
- f. Two Deputy Directors / Professors/ Associate Professors from the campus/ location, out of which one shall be a woman, nominated by the Vice Chancellor - **Member**
- g. Two Representatives of parents of Students from the Constituent Institute / Department from the Campus/ location nominated by the Head – Student Affairs - **Member**
- h. A representative of the fresher Students from the Constituent Institute / department from the campus / location nominated by the Head -Student Affairs- **Member**
- i. A representative of the Senior Students from the Constituent Institute / department from the campus / location nominated by the Head -Students Affairs - **Member**
- j. A Non-Teaching Staff, not below the rank of Campus Administration, nominated by Dean- Academics and Administration, Symbiosis – **Member Secretary**

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2. Anti-Ragging Squad:

- i) One Senior Professor of a Constituent from the Campus / Location nominated by the Vice Chancellor – **Chairperson.**
- ii) One Associate Professor or Assistant Professor from the Campus / Location, nominated by the Vice Chancellor - **Member**
- iii) One Deputy Director or Assistant Director or Officer of Physical Education and sports from the campus / Location, nominated by the director of the Constitute / Advisor of University Sports Board – **Member.**
- iv) Two Students from different Constituents on the Campus / Location, out of which one shall be a female student, nominated by the Head- Students Affairs, by rotation as per the seniority of the Constitute on the Campus / Location. - **Member**
- v) One Non – Teaching staff, not below the rank of Office Superintendent, preferably a female, from a constitute on the Campus / Location, nominated by the Registrar - Member
- vi) Campus Administrator – **Member Secretary**

3. Action Procedure:

- a. Anti-Ragging Squad will immediately inquire and report any incidence of ragging or abetment of ragging noticed by them immediately to the Director and also to the Anti-Ragging Committee
- b. Immediate action as per the situation will be taken by the Institute Anti Ragging Committee which may include:
 - i. Immediate suspension of involved students
 - ii. Sending reinforcements or any help if required.
 - iii. Forwarding the report of the incident to the Anti-Ragging Committee of the University.

The Anti-Ragging Committee will examine the report and recommend appropriate punishment to University Anti Ragging Committee for approval.

- c. If any incident, even minor is reported, in addition to action taken with regard to that incidence the anti-Ragging measures will be reviewed and strengthened with immediate effect.

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Institute Anti Ragging Committee (Names)

- i) Dr. R Raman, Director, Symbiosis Institute of Business Management (SIBM) Pune – Chairperson
- ii) Mr. Sudhir Joshi, Deputy Collector, Employment guarantee scheme (EGS), Pune Dist, Govt. of Maharashtra – Member
- iii) Mr. Sunil Dhumal, PSI, Paud Police Station, Pune –Members
- iv) Mr. Jaisurya Das, Co-Founder & Editorial Director at Pune 365.com, MD at Xanadu Consulting Group Pvt. Ltd.- Member
- v) Dr. Geeta Bora, NGO, Spherule Foundation – Member
- vi) A) Dr. Giri Hallur, Deputy Director, Symbiosis Institute of Telecom Management (SITM), Pune – Member
B) Dr. Shailesh Rastogi, Professor, Symbiosis Institute of Business Management (SIBM), Pune – Member
- vii) a) Mr. Abhijit Vinayak Walimbe, Symbiosis Institute of Technology, Pune – Member
b) Mrs. Seema Kulkarni, Symbiosis School of Banking & Finance, Pune – Member
- viii) Ms. Tina Ratnoo, SSP, Pune – Member
- ix) Mr. Shoheb Ahmed, SIMC, Pune – Member
- x) Lt. Col. Belvalekar RG Patil (Retd.), Campus Administrator - Member

Institute Anti Ragging Squad-(Names)

- i) Prof. Pramod Damle (SITM), Pune – Chairperson
- ii) Prof. Arpita Sharma, (SIBM) Pune – Member
- iii) Mr. Wasim Khan, Sports Officer, (DSRW) – Member
- iv) a)– Student - SIMC, Pune– Member
b)– Student- SSBF, Pune - Member
- v) Ms. Madhura Deshmukh, SSSS, Pune – Member

In case of any query or complaint students can contact on 9552525725

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3. Placement Rules

- a. Summer Internship Recruitment Program (SIRP) Summer Internship at a B-school is an introduction of the real corporate world to the students as it gives them an opportunity to understand how processes work in the commercial world. Students gain cognitive, emotional and social skills, learn corporate etiquettes and understand corporate culture through their own experiences and observations.

SIBM PUNE, since its inception in 1978, has always been regarded as one of the best Business Schools in India. SIBM Pune includes a two-month internship in its curriculum where students work with a host organization on a variety of live projects and case studies under the mentorship of a senior leader from the organization. SIBM Pune considers summer internships as an important stepping stone in a student's career and one of the most important aspects of the 2 years MBA program with a significant weightage given to it in terms of evaluation.

b. Highlights of Summer Internship Program

- i. Period of Internship: 8 Weeks
- ii. Working hours depend on the nature of the work and deliverables.
- iii. Students work as an Intern under the mentorship of Industry Stalwarts
- iv. Projects are generally live and based on the current scenarios in the market
- v. Organizations mostly implement fresh ideas and recommendations that are proposed by the students and derive value through internships.
- vi. During internship period the institute expects the students to demonstrate a professional behavior.
- vii. Students are requested to take up internship assignment only with a single organization and carry it through to its completion during the SIRP period.

THE Placement Advisory Team working under the guidance of the DIRECTOR, SIBM, Pune will give you complete details before SIRP and Final Placements

4. Exam Rules

1. Evaluations include Internal (Continuous) and External (End-Term) Evaluations.
2. End-Term Evaluation is conducted at the completion of each Semester by SIU.
3. Internal evaluation is continuous in nature and is targeted at multi-level assessment and will have variety of components. Mid- term Exam is held during the course as part of Internal Evaluation.
4. The distribution of marks will be in the ratio of 60%-40%, 60% for continuous assessment and 40% for term end assessment.
5. Integrated Disaster Management course will be a grade-based course and is compulsory.
6. Students having Backlogs in any subject may be allowed to appear for the same in the subsequent Exam Season. They will be “Allowed to Keep Terms” (ATKT) provided they fulfill the CGPA criteria of minimum 4.00 in Sem I and Sem II to be able to appear for Sem III and Sem IV respectively.
7. Any un-fair means adopted during the examination by any student will result in punishment in the form of:
 - a. Annulment of performance of student for the entire appearance of the said Examination Season or the Entire Semester, as per SIU norms.
 - b. Exclusion of the Student from University exams for one or two subsequent exam seasons.
 - c. Exclusion of student from University depending on the extent and gravity of the unfair means.

5. CGPA System

1. As per the CGPA system, grade point will be allotted to each letter grade on a 10-point grade scale with grades denoted by letters O, A+, A, B+, B, C, P, F and AB.

Letter Grade	Proportion	Grade Point
O (Outstanding)	Top 3%	10
A+ (Excellent)	12%	9
A (Very Good)	21%	8
B+ (Good)	28%	7
B (Above Average)	21%	6
C (Average)	12%	5
P (Pass)	Bottom 3%	4
F (Fail)		0
AB (Absent)		0

6. Dress Code

Students are expected to be dressed decently at all times. Blazer, Full Shirt, Tie, trouser for boys and Western formals for girls issued by the Institute and shall be worn for all guest lectures, seminars, PPTs and other important events announced by the institute time to time.

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7 SIU Code of Conduct

SYMBIOSIS INTERNATIONAL UNIVERSITY

Article 1: PREAMBLE

The student code of conduct [*Code*] is established to foster and protect the core missions of the Symbiosis International University, Pune, to foster the scholarly and civic development of the University's students in a safe and secure learning environment, and to protect the people, properties and processes that support the University and its missions_ However, the establishment and maintenance of a community where there is freedom to teach and to learn is dependent on maintaining an appropriate sense of order that allows for the pursuit of these objectives in an environment that is both safe and free of invidious disruption. Rules and regulations are necessary to mark the boundaries of this needed order.

Article 2: APPLICABILITY

The *Code* is applicable to all students, which includes all persons taking programmes at various constituent institutes / departments of the University, either fulltime or part-time, pursuing undergraduate, graduate, professional studies. Persons who withdraw after allegedly violating the Code, who are not officially enrolled for a particular semester or term, but have a continuing relationship with the University, or who have been notified of their acceptance for admission are considered as "students". The Code applies to all locations of the University.

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Article 3: JURISDICTION

The *Code* applies to the on-campus conduct of all students at all the location /campus of the University.

The code also applies to the off-campus conduct of students in direct connection with:

- A. Academic course requirements or any credit-bearing experiences, such as internships, field trips, study abroad / student exchange
- B. Any activity supporting pursuit of a degree, such as research at another institution or a professional practice assignment;
- C. Any activity sponsored, conducted, or authorized by the university or by registered student organizations;
- D. Any activity that causes substantial destruction of property belonging to the university or members of the university community or causes serious harm to the health or safety of members of the university community; or
- E. Any activity in which a police report has been filed, a summons or indictment has been issued, or an arrest has occurred for any act or omission.

Students continue to be subject to the laws of the land while at the university, and violations of those laws may also constitute violations of the code. In such instances, the university may proceed with university disciplinary action under the code independently of any criminal proceeding involving the same conduct and may impose sanctions for violation of the code even if such criminal proceeding is not yet resolved.

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Article 4: RESPONSIBILITIES OF STUDENTS

Students are members of the University community and citizens of the state. As citizens, students are responsible to the community of which they are a part, and, as students, they are responsible to the academic community of the University.

Admission to the university carries with it the presumption that student will conduct themselves as responsible members of the academic community. As a condition of enrollment, all students assume responsibility to observe standards of conduct that will contribute to the pursuit of academic goals and to the welfare of the academic community. They are expected to practice high standards of academic and professional honesty and integrity and also to respect the rights, privileges, and property of other members of the academic community and the Society. They should refrain from any conduct that would interfere with university functions or endanger the health, welfare, or safety of other persons.

As a citizen of State, a student should not discriminate on the basis of race, color, creed, age, religion, gender, national or ethnic origin, marital status, sexual preference, physical disability, or any other legally protected status. They should at all- time conduct themselves in a manner, which is not prejudicial to any law of the land. Their conduct should aim to achieve the meaning, mandate and manifestation as enshrined in the Constitution of India.

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Article 5: DISCIPLINARY MISCONDUCT

Any student found to have committed or to have attempted to commit the following misconduct is subject to appropriate disciplinary action under this Code. The instances of misconduct are not to be interpreted as all-inclusive of situations in which disciplinary action will be invoked. These instances are illustrative, and the University reserves the right to take disciplinary action in appropriate circumstances not set out in this article. The illustrative list of misconduct is as follows (Not exhaustive):

DMC 1: Academic Misconduct: Academic Misconduct means plagiarizing; cheating on assignments or examinations.

DMC I[a]: Cheating: The act of obtaining or attempting to obtain credit for work by use of dishonest, deceptive, or fraudulent means.

DMC I [b]: Plagiarism: The act of taking ideas, words, or specific substances of another and offering them as one's own.

DMC 2: Disruptive Conduct - Conduct that intentionally and substantially obstructs or disrupts teaching or freedom of movement or other lawful activities on university premises or in connection with any university-sponsored event or activity;

DMC 3: Discrimination - Engaging in verbal or physical behavior directed at an individual or group based on origin, race, creed, gender, religious beliefs, or sexual orientation that, according to a person of reasonable sensibilities, is likely to create an intimidating or demeaning environment that impedes the access of other students, faculty and staff to the educational benefits available to them. It also includes wearing articles of clothing with derogatory, racist, discriminatory, patently offensive, profane, sexually explicit, or graphic messages either in words or pictures, which demonstrate bias or discrimination against any individual or group within the University.

DMC. 4: Falsification - Falsification means willfully providing University offices or officials with false, misleading, or incomplete information; forging or altering official University records or documents or conspiring with or inducing others to forge or alter University records or documents.

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DMC 5: Refusal to Identify - Refusal to identify or falsely identifying one¹ s self when requested by an authorized University official.

DMC 6: Illegal or Unauthorized Possession or Use of Weapons - Illegal or unauthorized possession or use of weapons means possessing or using weapons or articles or substances usable as weapons, including, but not limited to, firearms, incendiary devices, explosives, and dangerous biological or chemical agents.

DMC 7: Illegal or Unauthorized Possession or Use of Drugs or Alcohol, Smoking

Symbiosis strongly supports the goals of “Drug Free Campuses” • It is policy of Symbiosis that no student shall distribute, possess, or use illegal drugs, a controlled substance, on its premises. Possession of paraphernalia associated with the illegal use, possession, or manufacture of a controlled substance is also prohibited. It is also the Policy of University that smoking is prohibited in all the campuses of Symbiosis.

DMC 8: Unauthorized Access and Use of property & facilities - Unauthorized access means accessing without authorization University property, facilities, services, or information systems, or obtaining or providing to another person the means of such unauthorized access, including, but not limited to, using or providing w i t h o u t authorization keys, access cards, or access codes.

DMC 9: Act of Violence, Threatening, Harassing, or Assaultive Conduct - Act of Violence, Threatening, harassing, or assaultive conduct means engaging in conduct that has caused injury to other residents of the campus, endangers or threatens to endanger the health, safety, or welfare of another person, including, but not limited to, threatening, harassing, or assaultive behavior.

DMC 10: Theft, Property Damage, and Vandalism - Theft, property damage, and vandalism include theft or embezzlement of, damage to, destruction of, unauthorized possession of, or wrongful sale or gif t of property.

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DMC 11: Recording of Images without Knowledge - Using electronic or other means to make a video or photographic record of any person in a location where there is a reasonable expectation of privacy without the person's prior knowledge, when such a recording is likely to cause injury, distress, or damage to reputation. This includes, but is not limited to, taking video or photographic images in shower/ locker rooms, residence hall rooms, and restrooms. The storing, sharing, and/ or distributing of such unauthorized records by any means is also prohibited.

DMC 12: Causing Disrepute to other students - Engaging or inciting other students to engage by any means whatsoever and performing or attempting to perform an act, which bring disrepute to other students / faculty of the University.

DMC 13: Failure to comply with university or any other authority - Failure to comply with legitimate directives of authorized university officials, law enforcement agency in the performance of their duties or violation of the terms of a disciplinary sanction.

DMC 14: Ragging - Any act which amounts to ragging in any form as defined under the Maharashtra Prohibition of Ragging Act, 1999 and also under the UGC Prohibition of Ragging Regulations, 2009.

DMC 15: Illegal Contracts - Students are prohibited from entering into verbal or written agreements or contracts that purport to bind, obligate, or create liability of any kind for University. The University will hold all such students individually liable for any financial or legal consequences or damages that may result from such unauthorized actions.

DMC 16: Abuse of Electronic Communication - Using University or personal telecommunications, data communication networks for illegal or improper purposes or in violation of University regulations and policies, or related laws.

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DMC 17: Media Contact Students are prohibited from speaking on behalf of, or for, University with any media organization or publication, or from inviting the same to any University-owned or operated property, facility, or even without the express written permission of the Office of University Communications.

DMC 18: Organization and Event Registration - A Student or group of Students shall not form any organization, society or organize any event or collect any fund or subscription without the specific written permission of the University.

DMC 19: Presenting False Testimony - Knowingly making false statements regarding a disciplinary matter before, during or after the disciplinary adjudication process.

DMC20: Violation of University rules - Violation of other published university regulations, policies, or rules, or violations of law. These university regulations, policies, or rules include, but are not limited to, those rules, which regulate dress code, which regulate submission of assignments, which regulate examinations, which prohibit the misuse of library, misuse of computing resources, miscues of laboratory, which regulate acts which amounts to sexual harassment, rules for student and hostel rules and regulations.

Article 5 (a): Grievance Redressal Committee of Institute:

Every Institute/ Department shall constitute a Grievance Redressal Committee to address grievances of students. The students should be informed about the existence of such a committee, the members and the procedure of submitting grievances

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Constitution of Grievance Redressal Committee:

The committee shall be constituted by the Vice Chancellor and shall have following members:

- i. A senior Professor of the University - Chairperson
- ii. Two directors drawn from the Constituents other than those who are the Chairpersons of the Campus Students Grievance Redressal Committee nominated by the Vice Chancellor- Members
- iii. One Professor of the University - Member
- iv. A representative from among students of the Constituent to be nominated by the Vice Chancellor based on academic merit/excellence in sports / performance in Co- curricular activities – Special Invitee
- v. Head Student Affairs - Member Secretary

The committee comprises of the following members:

- i) Dr. Shashikala Gурpur, Professor, SLS, Pune - Chairperson
- ii) a) Dr. Nayan Nimkar, Director, SSSS, Pune – Member
b) Dr. Adya Sharma, Director, SCMS, Pune – Member
- iii) Brig. (Retd.) Dr. Rajiv Divekar, Director, SIMS – Member.
- iv) Mr. Nimish Bedarkar, MBA(CM), SIMC-, Special Invitee
- v) Mrs. Veena Keni, Head- Student Affairs, SIU - Member Secretary

Procedure:

- The aggrieved student would submit in writing his/ her grievance to the Administrative Officer/ Office Superintendent.
- The Administrative Officer/ Office Superintendent would convene a meeting of members within five days of receiving the complaint.
- The report of the committee must be submitted to the Director within 2 working days of the meeting.
- The decision taken would be communicated to the student within further 3 days working days.
- Further if the student is aggrieved by the decision of the Grievance Redressal Committee he/ she may appeal to the Director within 6 working days. The details of the same are uploaded on the website of the university.

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Article 7: PUNISHMENT AND PENALTIES

One or more of the following punishments may be taken when a student has been found to have violated the student code of conduct:

1. Warning: A written letter of reprimand resulting from a student's misconduct.
2. Suspension: Suspension is a sanction that terminates the student's enrollment at the university for a specified period of time.
3. Monetary Fines: Monetary Fines is a sanction in which a student is required to deposit amount as penalty or any amount deposited by him is forfeited or adjusted, resulting from misconduct. It also includes Restitution which means making compensation for loss, injury, or damage.

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- 4 Confiscation. Confiscation means confiscation of goods used or possessed in violation of University regulations.
- 5 Restriction of Privileges - Restriction of privileges means the denial or restriction of specified privileges, including, but not limited to, access to a student facility, placement programmes, university events for a defined period of time.
- 6 Withholding of Diploma or Degree. Withholding of diploma or degree means the withholding of diploma or degree otherwise earned for a defined period of time or until the completion of assigned sanctions.
- 7 Rusticate: Rustication is a sanction which permanently separates a student from the university without opportunity to re-enroll in the future.
- 8 Other sanctions: Other appropriate sanctions may be imposed by the Competent Authority of the University singularly or in combination with any of the above-listed sanctions.

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