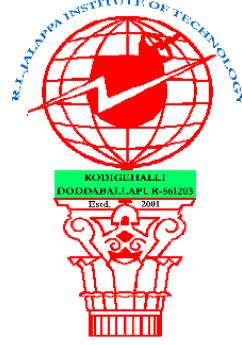


STUDENT WELFARE POLICY



(SWP- 2023)

(Revised Version of SWP -2018)

Ref. No. RLJIT /NAAC/2022-23/Policies/018

Approved by Institute Council Meeting on 30/01/2023

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Recommendations of the Institution Council for the revision of approval Student Welfare Policy (SWP).

History of changes in Student Welfare Policy.

Sl. No.	Newly Added/Revised	SWP 2018	SWP 2023
1	Student Clubs	Not available	Available
2	Teacher (Guardian) Mentoring System	Not available	Available



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Student Welfare Policy

Policy Statement

Students are the lifeline of every institution. In the present times, students face a number of issues relating not just to academics, but also with respect to personal aspects. There is ever mounting pressure to meet academic deadlines and goals. Peer pressure, influence of social media, family expectations, physical and mental health and innumerable other personal issues bear immense stress on these young minds. While students grapple to take control of these issues, they are clueless about how and from where to seek help in case of mental discomfort.

Scope of the Policy:

The scope of the Student welfare policy of RLJIT College encompasses all the students who are admitted to the institution.

Policy Objectives:

With its motto of “Quality education at affordable cost”, the institute has always been on the front foot in service towards the student community. The Student Welfare policy aims at enhancing not just the academic abilities of students but also supports students' interest in co- curricular and extra-curricular activities thereby achieving holistic enhancement of student potential.

The Student Welfare office at RLJIT College is constituted with the main objective of providing the best possible help to students to withstand psychological and social stress, whilst providing them numerous platforms to develop their all-round abilities, capable of making positive impact on the society.

The department strives to encourage students' individual, academic and integrated development by providing leadership and counseling services and thus prepare them for a diverse, enterprising and global society.

Various committees shall be constituted at the College level to achieve the all-round development of students.

Policy implementation:

Objectives shall be achieved through

- Various leadership, social, extracurricular and counseling programs to inculcate responsibility among students so as to enable them to become productive citizens of the society.
- Providing a comprehensive, competent and responsive system to facilitate a good learning environment to the students.
- Upholding integrity, highest level of transparency and accountability.
- Maintaining peace, harmony, co-existence and public goodwill.
- Providing a platform for students to redress their grievances.

The student welfare is responsibility of following committees who are responsible for implementation and monitoring of the policy.

The student welfare policy of the college is drawn within the ambit of Government, UGC, AICTE and VTU policies.

1. ANTI-RAGGING COMMITTEE AND FLYING SQUADS

The college shall adopt a strict and zero tolerance policy towards any form of ragging in the campus. All students are mandatorily required to submit the Anti-Ragging undertaking as prescribed by statutory bodies. A vigilant Anti-Ragging Committee along with Flying 5squads shall be active on the campus throughout the year.

2. COLLEGE INTERNAL COMPLAINTS COMMITTEE

The Internal Complaints Committee (ICC) has been constituted in the college for the prevention, prohibition and redressal of sexual harassment of women at the workplace. This committee is headed by a senior female faculty of the institute. ICC meets on a need basis to address any complaints from students, teaching and nonteaching members and takes necessary action. The College has a zero-tolerance policy towards any such transgression. The college shall be committed to providing a safe and conducive work and academic environment to students and its employees and is extremely alert to matters pertaining to any kind of harassment and gender sensitivity.

This committee is formed according to the provisions of the POSH ACT-sexual Harassment of Women at Workplace Act of 2013, 9th December 2013. (prevention, Prohibition and Redressal). It is also mentioned in University Grants commission (Prevention, Prohibition and Redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015-2nd May 2016.

College Internal complaints committee (CICC) shall aim at sensitizing the students and staff to work diligently to prevent sexual harassment in the college. Complaints of sexual harassment shall be lodged with the Committee and appropriate disciplinary action is initiated by the members in accordance to the rules and regulations of the college. CICC is formed to comply with Visvesvaraya Technological University (Prevention, Prohibition and Redressal of sexual harassment of women employees and students) Regulations 2019.

3. DISCIPLINARY COMMITTEE

Discipline is given the utmost priority and all rules and regulations pertaining to discipline on the campus are well defined by the college authorities. The rules and regulations of the college are detailed in the college website / calendar and the institution expects each student to strictly abide by the same. Any act of indiscipline is intolerance and shall be dealt with by the Disciplinary committee with stringent measures. Appropriate action shall be taken against students who fail to follow the disciplinary rules framed by the college authority, based on the severity of the issue and with the sole purpose of improving students' outlook and demeanor towards the society and environment. The Committee meets as and when required.

4. HEALTH CARE

The college provides preventive and curative care to both students and staff.

- The college should collaborate with local private and Government hospitals for the treatment of students and staff in case of medical emergencies.
- The doctor visits the campus every day (except Sunday) and caters to the medical needs of the hostellers.
- The college shall provide for a sick room where students and staff can rest in case of minor medical issues.
- Sanitary pad vending machines shall be installed at various ladies washrooms (including girls' hostel) which dispense pads at reasonable rates.

5. HOSTEL COMMITTEE

The college has separate in-campus hostel blocks for boys and girls. Hostel rooms are allotted on first-come-first-serve basis. A Hostel Committee is constituted which comprises of members from the Faculty and student body. Rules and regulations for Hostellers are framed in consensus with the student representatives and the institution puts in the best efforts to ensure the safety, hygiene and satisfaction of the hostellers throughout their stay.

6. INTERNAL COUNSELLING

Students are free to approach the Student Welfare Department in any kind of emergencies - medical, personal or academic. While medical emergencies are referred to the Community Health Centre, Government Health Centre or the local hospital, the Dean - Student Welfare puts in the best possible efforts to resolve student's personal or academic issues. The Dean lends an ear to student's problems and guides, counsels and mentors them accordingly.

7. PROFESSIONAL (EXTERNAL COUNSELLING)

The college provides for the services of a Professional counselor once a fortnight. This facility is free for all students and any student who feels the need for counseling services in case of academic, personal, mental or any other issue can approach the visiting counselor during her visit to the college. The college recognizes that students have personal, academic or psychological issues which they are incapable of handling on their own and require professional help. Counseling promotes students, mental health, facilitates positivity, caters to their psychological and emotional well-being and enhances their academic and personal performance.

8. STUDENT CLUBS

A number student clubs have been initiated to help students build on their interests and extra-curricular activities.

These clubs include:

1. Gavel Club - A platform for students to organize and present ideas logically and convincingly in a friendly environment, to build their self-confidence and public speaking skills.
2. Fine Arts & sports Club - Aims to develop and nurture the core love for performing arts and physical exercise among the youth while maintaining an equilibrium between curriculum and other activities.

3. Media & Publication club - Provides an opportunity for students to emote their individual creativity, expression and thoughts through various social, written or vocal media platforms, build team spirit and inculcate genuine concern to college and social issues.
4. Adventure club - Inculcates love and appreciation for nature and adventure and encourages students to take regular initiatives to conserve flora and fauna.
5. Environment social Responsibility club - Nurtures a sense of social responsibility towards the under privileged of the society and engages in helping and empowering them.
6. Coding Club - An initiative to motivate students to learn and practice programing and help give logical and working solutions to industry challenges while improving their placement potential.
7. Industry Connect / Entrepreneurial club - Initiates a dialogue between industry and institute to meet the technical education needs of students by providing project based learning opportunities to enhance students' employability skills and ensitizes and encourages entrepreneurial instinct in students, through interactions and talks from Alumni and other entrepreneurs.
8. Design Club – Works on design aspects of products such as UI/UX of websites or mobile applications, 3D printing, product modeling and other related aspects.
9. Technovation club - Enabling students to know about the latest trends in technology, through interactive seminars and hands-on learning.
10. GeekHub - Aims at, increased student engagement and sharing of knowledge, inspiring new projects and peers towards self-improvement

A wide range of activities, curricular, co-curricular and extra-curricular are planned, organized and conducted by member of these clubs. Students of all years of the course receive ample opportunity to showcase their talents and abilities and nurture their interests through these clubs.

9. STUDENT REPRESENTATION

The student council constitutes of elected members from the student body and thereby represents ensures equal and fair representation. The student council functions as the voice of the student body and represents views, suggestions and concerns of the student body at large.

The Student council is a democratic system and strives to enhance the quality of life of students within and outside the college. The student Council reports to the principal or his representative.

Two Class Representatives are nominated / elected for each class at the beginning of the year' The CRs assist the Class Advisor, HOD, Faculty, Coordinators, etc. in conveying notices and keeping a track of the tone and discipline of the class.

Students' participation and representation is visible in several committees and clubs of the college, giving students ample opportunity to hone inert talents and nurture new interests.

10. STUDENT SCHOLARSHIPS

Students who join the institution can avail scholarships as per their eligibility. The college provides for both Government and Management scholarships. Applications are invited each year for government scholarship, per the prescribed eligibility criteria and the amount of scholarship is credited directly to students, accounts. The college management also sanctions a considerable amount each year either as fee concession / refund of fees / fee sponsorship, etc. to deserving students (merit cum means) and a good number of students have been facilitated through these schemes.

11. TEACHER (GUARDIAN) MENTORING SYSTEM

The Teacher Guardian system constituted in the college works as a strong link between the student and parent. The TG monitors and nurtures the academic and personal progress of 15 to 20 under him / her through the span of the students, academic life and prepares them for the wider world ahead.

12. POLICY IMPLEMENTATION

- The mandate of implementation of this policy shall be through the college students' welfare Committee and students redressal system that shall be chaired by the Principal or his/her nominee and duly constituted to provide for representation.
- The committee shall be responsible for ensuring integrity in the execution of the policy.
- A student who has dissatisfaction or an unresolved disagreement with a staff member, another student or student organization has the right to file a written or online complaint without compromising his/her status with the College.
- The committee shall develop relevant rules, regulations and forms anchored in this policy to direct the actualization of the policy provisions.
- The student counselor shall oversee the provision of counseling services and student-led mental health or peer counseling.
- The College will ensure that the students are sensitized on the existence and provisions of the policy during the orientation programmes.
- This policy will be monitored and reviewed in line with the process outlined in the Legal and Regulatory Framework. The principal, the Deans and the Coordinators are responsible for ensuring that students understand and adhere to this policy in their day-to-day work and learning. Where compliance issues are surfaced, the College will address these issues promptly.

Policy Preparation and Verification Team

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