

## 7.1.9\_SIDTM\_ Constitutional Obligations\_2016-2017

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# 1 ARTICULATION POLICY OF SITM: RESPONSIBILITY OF CITIZEN

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THIS IS THE POLICY: Articulation Policy of SITM (Effective from Jan 2012)

**Effective in 2015-2016-2017.**

1. Basic intent of this policy is to boost the quality and quantity of academic articulation of all types, e.g. letters to editor, comments, book reviews, journal articles, research paper, etc. It will NOT cover the general facts and figures SITM publishes like any other non-academic entity.
2. Every articulation drafted by a member of SITM shall undergo an in-house review process.
3. The draft writings of SITM member shall be examined on following parameters:
  - a. Language .....: Grammar & Readability
  - b. Content .....: Academic Rigour
  - c. Nature .....: Exploration, Analysis, Seminal work, ...
  - d. Relevance .....: Topical significance
  - e. Impact .....: Overall effectiveness
4. Following parameters of the draft writings will not be within purview of the review:
  - a. Subject matter precepts
  - b. Academic Freedom on opinion, judgment, design
  - c. Other parameters, if any, like subjective writing style
5. In view of the current strategy of encouraging the authorship in SITM, there will not be much rigour of review for calendar year 2012. Subsequently, the review process will get more stringent and qualitative, with weight points and a passing score for quantitative assessment on the point 3 above.
6. 'Articulation Review Committee' (ARC) is set up for the said review process. The Head of Research and Consulting will be the lead reviewer and s/he will be assisted by two more members, together forming the review committee. As for 2012, Prof. Giri Hallur and Dr. Tripti Dhote are the suggested nominations.
7. Review process for an articulation shall generally be completed within a max of two week span from submission of the same to ARC.
8. Generally, at least two members of the review committee will review the submitted articulation, however, in case of any exigency/ urgency, the led reviewer may decide the matter to save on time, to make justice to the efforts of the author and to manage the submission by stipulated deadline.
9. Recommendations of the ARC will be forwarded to the Director, SITM, as the final authority.
10. Effective Jan 2012, ARC shall maintain a neat record of all its proceedings.
11. This policy shall be reviewed, and revised if necessary, at least once a year by the core team at SITM.



## 2 FUN AND FOOD CARNIVAL 2017 CHARITY FUNDING FOR UNDERPRIVILEGED PEOPLE

This carnival was organised 29th June 2015. SITM has a committee for ISR called as SPARSH which has conducted this activity. The students (juniors and seniors) have put up the stalls of food and game in which SITM students prepared food, created the games and various students on Lavale campus participated in this activity.

The students sold items, foods and the amount which they have collected will be donated to an NGO. This activity is a great learning for all students who have put up the stalls. They learn how to conduct the small business for a day, preparation of plan, cooking / arranging the items and selling to others.

The most important part is that whatever collection they have made is donated to society / NGO as a donation. More than 57 students volunteer and more than 300+ students participated in the event. This program also observed active participation from faculty members and staff members of SITM.

Women Entrepreneurs Assisted From B Plan Competition - UMEED

Women empowerment from the local villages

Title-competition of B-plan for social cause (Women empowerment)

Participants-open to all (100 registrations from nation), Date- 6<sup>th</sup> September 2015.

Invitation || Fun and Food Carnival 2016

Inbox	x
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Sparsh Committee <sparsh@sitm.ac.in> Mon, Jul 25, 2016, 4:37 PM

to Sunil, Dy, Faculty, Kavita, Vidula, Shrinivas, Aartee, Renuka, IT, Accounts, SITM, Ecell, SITM, Alumni, SITM, Web, Acads, TBR, SP

Warm Greetings from S.P.A.R.S.H.!!

S.P.A.R.S.H, the ISR arm of SITM, cordially invites you all for "FUN AND FOOD CARNIVAL 2016" - a platform where students of Symbiosis Institute of Telecom Management will volunteer to showcase their culinary and gaming skills for a noble cause. Profits generated from the activities will be donated to the underprivileged. So, don't miss out the opportunity to catch up with all the juicy, spicy and sizzling hot dishes and exciting fun games with your buddies. Please find Below the details for the same

Venue:

Food Stalls – 12.00 noon to 4.00 pm  
Near Symbi Eat , SITM acads block

Fun Stalls – 5.30 pm to 10.00 am  
Near Mess Area

Food Stalls

Chapatta Chowk - Appa ChocoGulla, Katori Chat, Rajma Kabab, Mojito  
Anna Biryani – Chicken Biryani & Non Veg Starters  
Fork & Dagger - Fish fry, Chicken Lollipop/Fry, French fries and Chips  
Pikachu ka Adda – Chicken Diggle, Mangeton Pakoda, Igglybuff & Pichu drink  
Corn Hub – Corn , Momos , Kachori and Bhutta  
Snack Attack – Alfredo Pasta, Cheese Pavbhaji, Drinks & Desserts  
Chakh De Symbi - Bengal special Puchkas, Bhajiya Pakode, Tea & Burger  
And many more items like Chol Kulche, Bhalla Papri, Papri Chat, Lassi

Fun stalls: -

Gamer Shacks – Fireball, TheRingMaster, Blindfold, Ballon hustle, Bahubali, Cards and Dice  
Simple Minds- 7 ka Satta  
District 13 – The Pyramid , Hit the ball/plate ,  
Team 21- Black Jack  
One more go – Paper Dance, Tambola, Dart game , frame snap , Roll the dice  
Hop In  
And many more games to have fun.....

Do join us, Have Fun, Contribute to noble cause

Regards,  
S.P.A.R.S.H. Celebrating Life!!



Institute Social Responsibility Team  
Symbiosis Institute of Telecom Management (SITM)  
(Constituent of Symbiosis International University)  
Symbiosis Knowledge Village,  
Village Lavale, Mulshi Taluka, Pune-412115  
<http://sitm.ac.in/sitm-corner/committee-details/sparsh-committee.html>  
<https://www.facebook.com/Sparsh.SITM>

SITM in association with Smartek Consultancy Services India Pvt. Ltd an organisation conducted this activity i.e. B-Plan for a social cause competition. The competition aims to bring out the best B Plans which can build a better tomorrow. **All B-Plans for a social cause such as women empowerment, rural development, education etc.** were invited. The competition is of two rounds, preliminary abstract selection and B-Plan presentation.

Under the Umeed umbrella, we also organized other contests like Article writing, Photography and Quiz. We received an overwhelming response for the competition from students across the country, with over 100 registrations. From over 40 Abstracts for B-Plans received from different teams we have short listed 17 teams from premier institutes including IIMs, JBIMS etc. to present their abstracts on the **day of the event - 06/09/2015**. The event will be judged by guests from the industry.



### 3 SELL THE PRODUCTS MADE BY DIFFERENTLY ABLED CHILDREN : RESPONSIBILITY OF CITIZEN

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Title- Sell the products made by differently abled children

Venue- near acads block of SITM, Participants-Students and Staff

Date- on 26th & 27th Feb 2016, Time- 10:00 AM - 5:30 PM

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Due to proximity, S.P.A.R.S.H a committee for community outreach and social activities has invited children with special needs from Savali NGO, at our campus to celebrate joy of giving and interact with our college students and Alumni of SITM. We have organized a Drawing Mela where Alumni and kids will be paired to freely enjoy the passion of art.

Team S.P.A.R.S.H., the ISR wing of SITM has organised an event to sell the products made by specially abled children. It has put up stalls on 26th & 27th Feb, 2016 near acads block of SITM. Time: 10:00 AM - 5:30 PM The students and staff members were requested to buy different products like chocolates, candles, cards and many more things made by those children.



## 4 BLOOD DONATION CAMP

Blood donation drive, on August 01, 2016 - 1 day

Participation -75 + SPARSH report 2016-17

Venue: Convention Hall from Timing: 09 A.M TO 05 P.M, Event objective: Encouraging people to donate their blood on a voluntary basis.

No. of students participated (approx.): 350 willing to donate, 251 successful donors

Event report:

SPARSH Team conducted Blood Donation Drive twice in the year 2016.

On 28<sup>th</sup> Jan 2016 the drive was organized in collaboration with Akshay Blood bank and the Lion's Club. Over 150 people from various institute's including students, faculty, security guards and other staff turned up and showed their willingness to donate blood. Around 116 units of blood were collected successfully.

For creating awareness about blood donation drive and motivating people to donate, various promotional activities are performed, such as flash mob and street on the preceding day which usually gets a great response. S.P.A.R.S.H has been well appreciated for all the work we have been doing through the support and admiration of all.

On account of Birthday of Symbiosis Founder and Chancellor Dr. S. B. Mujumdar Symbiosis Centre of Health Science had conducted a blood donation camp in the campus in association with Pune Serological blood bank on 01<sup>st</sup> August, 2016. This camp was coordinated, operated and volunteered by SITM. Response was huge and many students from all Symbiosis University Lavale Campus voluntarily came up to donate blood.

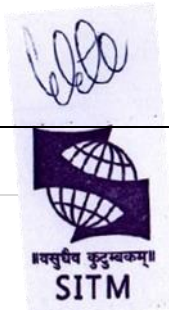
Faculties from various institutes also made came and encouraged donors. S.P.A.R.S.H also got appreciation from SCHC for promoting (Flash Mob) and smoothly coordinating the event



Invitation || Blood Donation

Inbox	x	
Sparsh Committee <sparsh@sitm.ac.in>		Sun, Jul 31, 2016, 7:57 PM
to Sunil, Dy, Faculty, Kavita, Vidula, Shrinivas, Aartee, Renuka, IT, Accounts, SITM, Ecell, SITM, Alumni, SITM, Web, Acads, TBR, SP		

Dear All,  
 Greetings from Team S.P.A.R.S.H !!  
 "If you really want to lend a hand, lend an arm and donate blood."  
 Team S.P.A.R.S.H, the ISR arm of SITM is organizing a Blood Donation Drive in collaboration with Symbiosis Center for Health Care (SCHC) on 1st August, 2016.  
 Venue : SIU Convention Centre  
 Time : 9.00AM - 4.00PM  
 It gives us immense pleasure, to cordially invite you, for your support to donate the RED GOLD, Blood!  
 Transfusion of blood saves millions of lives all over the world every year. A single pint can save three lives, a single gesture can create a million smiles. The blood you donate gives someone another chance at life. One day, that someone may be a close relative, a friend, a loved one — or even you. You have the most precious resource of all: the ability to save a life by donating blood! Help share this invaluable gift with someone in need.  
 "Hoping to see you in large numbers"  
 Regards,  
 S.P.A.R.S.H. Celebrating Life!!





Institute Social Responsibility Team  
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*Blood Donation: Save lives!*

## 5 FUN AND FOOD CARNIVAL 2017 CHARITY FUNDING FOR UNDERPRIVILEGED PEOPLE AS RESPONSIBILITY OF CITIZEN

Aim- to showcase their culinary and gaming skills for a noble cause

Date-26<sup>th</sup> July 2016

Venue- SIU Campus

Outcome- entrepreneurship skills and social responsibility

Due to proximity we help the nearby villages with Fun and food: Management will volunteer event.

They will provide food item the stalls and the profits generated from the activities will be donated to the underprivileged to the villages we associate due to our location and relations. The event took place on at SIU campus.



On one hand it teaches them entrepreneurship and on the other hand teaches them the social responsibility. The profit generated out of this is donated to various NGOs over a period

Celebrating Togetherness | Fun & Food Carnival 16 | Vote of Thanks

Inbox

x

Thu, Jul 28, 2016, 12:18 AM

to Sunil, Dy, Faculty, Kavita, Vidula, Shrinivas, Aartee, Renuka, IT, Accounts, SITM, Ecell, SITM, Alumni, SITM, Web, Acads, TBR, SPORTS, ICELL, Sen  
Dear all,

Warm greetings from team S.P.A.R.S.H.

“The smallest deed is better than the greatest intention.”

We would like to take this opportunity to express our deepest gratitude to all those who helped us in making Fun and Food carnival a great success. Without your support, S.P.A.R.S.H. team would not have been able to add towards this event.

SITM young entrepreneurs were able to do a business of around INR 65000 /- in a single day! Profits will be declared soon.

A special attention was given to maintain cleanliness and safety measures were in place.

We would like to express our earnest gratitude to the following people without whom this event would not have been so rewarding:

Ø Director Prof. Sunil Patil for providing us this opportunity and relentlessly motivating us.

Ø Kavita Sahasrabudhe, admin officer for all the timely approvals and support.

Ø Accounts Department for timely budget approvals

Ø IT & Lab team for providing speakers, mikes, amplifiers.

Ø Entire SITM fraternity for always supporting and providing their valuable time for all our stalls

Ø Web n Tech team for banners, posters, and technical assistance

Ø Branding team for giving innovative ideas and promoting this event.

Ø Last but not the least, we thank all the volunteers for their contributions including senior and junior batch.

Our sincere apologies and thanks to all others whom we might have missed to mention but contributed in making the event successful.

S.P.A.R.S.H. has been well appreciated for the cause as it was basically a fundraiser event. Huge participation was received from students with a great feedback from rest of the colleges. We all enjoyed and had great management learnings.

Big Thanks again to one and all. Attached are few memories of these precious moments. We will publish more on our Facebook page. Stay connected.

Regards,

S.P.A.R.S.H. Celebrating Life!!

Institute Social Responsibility Team

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<https://www.facebook.com/Sparsh.SITM>



## 6 E SUMMIT – RESPONSIBLE CITIZEN

An early e summit program conducted on January 28<sup>th</sup> 2017. With several speakers speaking about entrepreneurship and the challenges



## 7 ENTREPRENEURS ASSISTED FROM B PLAN COMPETITION – UMEED: RESPONSIBILITY OF CITIZEN

SPARSH Committee had organized a Social Business Plan Competition “UMEED” with an aim to provide budding entrepreneurs a platform to showcase their social B plan ideas. This competition was organized on January 28, 2017. The results of this competition are as: 1st Prize - Team Torchit, Pandit Deendayal Petroleum University, Gandhinagar. 2nd Prize - Team Shansha, K J Somaiya Institute of Management Studies & Research, Mumbai, 3rd Prize - Team Game is On, NMIMS, Mumbai.



## 8 VISIT TO VRIDHASHRAM: RESPONSIBILITY OF CITIZEN

Date-7<sup>th</sup> September 2016

Funding- Through Fun and Food Carnival

To serve this purpose the committee visited ASHIRWAD VRIDASHRAM- to offer generously some commodities based on their needs. These donations were made from the funds collected from Fun and Food Carnival organised on 26th July 2016 in the campus itself.

This NGO is owned by Mr Vikas Dedge, and was set up in the year 2013 after the sad demise of his elder brother. The old age home is set up in 2 bungalows to provide the elderly people a homely environment that is a home away from home to live peacefully in the last innings of their life.

The NGO takes due care of the deprived senior citizens abandoned from their homes and in direct need of love and affection. Comprising of a total of 18 members currently residing in NGO it also provides shelter to two adopted children aged between 12-16 years.

NGO Visit || Old Age Home

Inbox x



Fri, Sep 9, 2016, 1:44 AM

to BATCH16-18, BATCH17, Faculty, Dy, Renuka, Aartee, Bhakti, Tarun, SITM, Accounts, Lab, Srinivas, Kavita, Sunil

Dear All,

Warm Greetings from S.P.A.R.S.H!!

NGO VISIT- OLD AGE HOME

If you cannot do great things, do small things in a great way."

S.P.A.R.S.H holding on the motto Vasudhev Kutumbkam, believes that we owe a social responsibility, a constitutional opportunity and a moral obligation to help others. To serve this purpose the committee planned to visit ASHIRWAD VRIDASHRAM- an old age home in Dhayari, Pune on 7th September, 2016 to offer generously some commodities based on their needs. These donations were made out of the funds collected from Fun And Food Carnival organised on 26th July, 2016 in the campus itself. This NGO is owned by Mr Vikas Dedge, and was set up in the year 2013 after the sad demise of his elder brother. The old age home is set up in 2 bungalows so as to provide the elderly people a homely environment that is a home away from home to live peacefully in the last innings of their life. The NGO takes due care of the deprived senior citizens abandoned from their homes and in dire need of love and affection .Comprising of a total of 18 members currently residing in NGO it also provides shelter to two adopted children aged between 12-16 yrs.

Headed by our honourable Director Prof. Sunil Patil, a team comprising of 11 members took off at 3 pm to pay a visit to the NGO. On our arrival we received a warm welcome by Mr Vikas Dedge and his wife, the sole care taker of the NGO. After this we met all the people there and had a small introduction session followed by which we were offered tea and refreshments specially made for their guests with tremendous blessings and love. Spending time with them was blissful getting to know their vivid aspirations from life and sharing a piece of mind. Adding to this we organised a solo singing round where everyone enjoyed to their heart's content. As a token of gratitude we were embraced by photo frame picturing a poem written by the people there. To put up a smile on those old people's faces and contribute a little more, S.P.A.R.S.H. team installed a water purifier in their home and presented them with a souvenir of Lord Ganesha that will always keep them healthy and happy.

After the day well spent it was time to part ways and so with a heavy heart we bid adieu with a promise of visiting them in near future and an assurance of our presence in all pricks and throes of life. This day added golden memories in our lives and touched the strings of our soul. Few more precious people were added to the symbiosis family for years to stay...

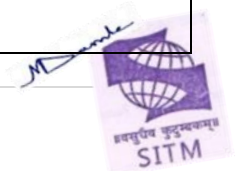
PFA photos of the visit.

Regards,

S.P.A.R.S.H. Celebrating Life!!

Institute Social Responsibility Team

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## 9 REPUBLIC DAY

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26 Jan 2017 300+ Celebrated by all staff and student's campus wise

Day is celebrated and honoured at Symbiosis International (Deemed University).

A typical agenda is as follows

Symbiosis Institute of Telecom Management

INDEPENDENCE DAY CELEBRATION

### TABLE PROGRAMME

8.20 a.m.: The Staff / Faculty Members and the Students assemble for the Celebration

8.27 a.m.: Arrival of Chief Guest - Dr. Rajani Gupte, Vice Chancellor, SIU

8.30 a.m.: Unfurling the National Flag and National Anthem

8.35 a.m.: Address by Dr. Rajani Gupte, Vice Chancellor, SIU

8.45 a.m.: Cultural Program

9.00 a.m.: Refreshments

## 10 INDEPENDENCE DAY

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15 Aug 2016

Day is celebrated and honoured at Symbiosis International (Deemed University).

A typical agenda is as follows

Symbiosis Institute of Telecom Management

INDEPENDENCE DAY CELEBRATION

### TABLE PROGRAMME

8.20 a.m.: The Staff / Faculty Members and the Students assemble for the Celebration

8.27 a.m.: Arrival of Chief Guest - Dr. Rajani Gupte, Vice Chancellor, SIU

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8.45 a.m.: Cultural Program

9.00 a.m.: Refreshments



## 11 ANTI-RAGGING AWARENESS

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Anti-ragging is strictly followed at SITM, SIU and its measure are enforced by the university. Conducted during on first day of first day of Induction

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We have sensitization programs during Induction and later to sensitise. There is a group allocated to a Sr. Student to take care of about 8 to 12 students as his mentee together with the faculty assigned.

Awareness is during Induction, later in the year with the mentors. The escalation matrix is explained and the helpline numbers displayed.

The SIU circulars and Norms are the Students affairs website. Amongst the statutory committee this is one of the committees called the Anti-Ragging Committee. At the local level also, there is institution-based committee.

### Meaning

Ragging is any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness to any student, indulging in rowdy or undisciplined activities which cause or likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the psyche of a fresher or a junior student.”

<http://amanmovement.org/reports.php>

<https://www.ugc.ac.in/stats.aspx>

### VIDEOS

Links to watch are shared with the students on intranet portal and explained in the first meeting.

<http://www.antiragging.in/Site/Video.aspx>

<https://amanmovement.org/registration/public/amanmovement/raggingmain.html#affidavit>

Alternate Means of Interaction, Strict Law Enforcement and Sensitization & Awareness

UGC regulations: Recourse Available to Victims.

UGC regulations: Recourse Available to Victims.

*On the SIU Portal the following help is also available. (Committee list attached*





## 12 SCHOOL TEACHING : RESPONSIBILITY OF CITIZEN

- Venue: Zilla Parishad School, Pashan

- Date: Every Friday
- Timing: 2.00 PM to 5.00 PM
- Event objective: To promote education, teach basic skills, organize workshop for spreading good living habits, moral values, culture, and methods of developing self-confidence etc.
- No. of students participated (approx.): 10 per session (on rotation)
- Event report:



SITM students understand that they not only need to be academically and industrially proficient but they need to be serviceable to the society they live in. Hence came this wonderful and much needed idea of school teaching. The students from SITM, on every Friday, visit the students of standards 5th, 6th and 7th at the Sus Zilla Parishad School in Pune. The interaction is not only restricted to the blackboard way of teaching but it is also a very well-organized structure of mentorship where one person is allocated to every 10 students, to personally cater to their academic needs and address the problems for the subject concerned. We aim to motivate and inspire the students to explore and cultivate their talents for their all-round development.



## School Teaching



The life of a child is similar to a piece of paper on which every person that is an acquaintance or a beloved; leaves a mark on it. In the same spirit, the ISR division of SITM, SPARSH had organized a small school visit at Zillah Parishad Prathmik Shakha at Sus village. The volunteers from the team were very enthusiastic to meet the students from different standards that ranged from 4th to 7th. The team who went with a motive of imparting knowledge to the students admired the level of knowledge that the kids had in various fields, from English to G.K. to Mathematics they had been able to master it all.

Along with regular studies, the students also wanted to check their, "out of the box" thinking by arranging for different games and competitions. Moreover, the enthusiastic children volunteered for singing and dancing just to showcase their talent.

After the day well spent with a heartwarming company, the team had to bid goodbye to the children with the promise of visiting them one day every week for this entire month.