



SMCW-SUHRC/Committee/58/2025

Date- 22nd Apr, 2025

Office Order

Reconstitution of the Anti-Ragging Committee, Symbiosis Medical College for Women

Key Information	
Title	Reconstitution of the Anti-Ragging Committee, Symbiosis Medical College for Women (SMCW) & Symbiosis University Hospital and Research Centre (SUHRC)
Policy Owner	Dean, SMCW & SUHRC
Responsible Department	Student Section, SMCW
Approved by	Dean, SMCW & SUHRC
Date of Approval	22nd Apr, 2025
Effective date	22nd Apr, 2025
Version number	2/2025
Policy Drafter	Dean, SMCW & SUHRC
Stakeholders consulted	Dean, SMCW & SUHRC; Member Secretary; Faculty Members; Students and Administrative Staff
Frequency of review	Every year

Index of Contents of ibid Office Order

- Introduction.
- Purpose.
- Scope.
- Statutory Composition.
- Roles and Responsibilities.
- Current Composition.
- Terms of Reference.
- Meetings of the Anti-Ragging Committee.



- (i) Meeting Frequency.
- (j) Quorum.
- (k) Minutes of Meetings (MoM).
- (l) Action Taken Report (ATR).
- (m) Conclusion.

Introduction

1. This notification is issued to effect the reconstitution of the Anti-Ragging Committee at the Symbiosis Medical College for Women in accordance with the mandatory statutory and judicial guidelines. In pursuance of the regulatory directives stipulated by the University Grants Commission (UGC), the National Medical Commission (NMC), and the orders of the Hon'ble Supreme Court of India, the college reaffirms its unwavering commitment to creating a safe, disciplined, and harassment-free academic environment.

Purpose

2. The primary purpose of reconstituting this Committee is to reinforce and enhance the existing anti-ragging measures. The Committee shall be entrusted with the duty to prevent, monitor, and address any incidents of ragging within the institution. Some of the points that will be addressed by the committee are:

- (a) Reinforcement of Anti-Ragging Measures.
- (b) Prevention, Monitoring, and Redressal.
- (c) Compliance with Legal and Statutory Provisions.
- (d) Counter Ragging Interventions and Policy Enforcement.
- (e) Community Awareness and Education.
- (f) Institutional Commitment: Establish an effective and proactive framework that prioritises the prevention, detection, and immediate redressal of ragging incidents.

Scope

3. The scope of the Anti-Ragging Committee encompasses the following areas.

- (a) Implementation and monitoring of anti-ragging policies across all levels of the institution.
- (b) Immediate response to and redressal of ragging complaints.
- (c) Coordination with relevant statutory and judicial bodies to ensure adherence to guidelines.
- (d) Regular audit of institutional practices to identify and mitigate potential risks

Statutory Composition

4. In accordance with the statutory mandates and the directives of both

the UGC and NMC, as well as the judicial guidance provided by the Hon'ble Supreme Court of India, the Committee shall have a diverse mix of membership in terms of levels as well as gender and shall be constituted as under:

- (a) Chairperson - Head of the institution (Dean /Principal /Director).
- (b) Representative of Civil Administration.
- (c) Representative of Police Administration.
- (d) Representative of Local Media.
- (e) Representative of NGO.
- (f) Faculty Members.
- (g) Representatives of Parents.
- (h) Representatives of Students (belonging to the freshers category as well as senior students).
- (i) Representatives of Non-Teaching Staff.

Roles and Responsibilities

5. The roles and responsibilities of the Committee members shall include, but are not limited to:

- (a) **Chairperson:** To preside over meetings, ensure effective functioning of the Committee, and act as the primary point of contact with statutory authorities.
- (b) **Member Secretary:** The Member Secretary of the Anti-Ragging Committee holds a pivotal role in ensuring the smooth functioning, timely execution of mandates, and effective communication within the committee and with external stakeholders. Some of the responsibilities are enumerated below:
 - (i) Meeting Coordination and Documentation.
 - (ii) Communication and Liaison.
 - (iii) Compliance and Record Management.
 - (iv) Coordination of Training and Awareness Programs.
 - (v) Administrative Support and Follow-up.
 - (vi) Reporting and Accountability.
- (c) The **Representative of Civil Administration** functions as the vital link between the institution and the local governing bodies. This role ensures that anti-ragging measures are consistent with municipal regulations and community standards.
- (d) **Representative of Police Administration** will be responsible for bridging the gap between the college and the law enforcement agencies, ensuring that any reported cases of ragging are handled expeditiously and with due legal process.
- (e) **Representative of Local Media** is tasked with maintaining transparency and open communication with the broader community, including accurate dissemination of anti-ragging policies and



initiatives.

(f) **Representative of Non-Governmental Organization (NGO)** brings external expertise in social work, counseling, and advocacy, strengthening the committee's approach to mitigating ragging and supporting victims.

(g) **Faculty Representatives:** To facilitate the implementation of anti-ragging measures, provide guidance, and monitor student interactions.

(h) **Representatives of Parents** contribute a vital perspective by conveying parental concerns and expectations, ensuring that the institution's environment remains safe and supportive.

(i) **Student Representatives:** To communicate student concerns directly to the Committee, ensuring transparency and responsiveness. Student representatives are essential for ensuring that policies resonate with the lived experiences of the student body.

(j) **Representative of Non-Teaching Staff:** The representatives of Non-Teaching Staff ensure that the administrative and support functions of the institution actively contribute to maintaining an environment free from ragging.

Current Composition

S. No.	Name	Designation / Appointment	Role
(a)	Lt. Col. (Dr.) T. Vijaya Sagar (Retd)	Dean	Chairperson
(b)	Dr. Trupti Borulkar	Assoc. Professor, Dept. of Physiology	Member Secretary
(c)	Mr. Maruti Ranavade	Representative of Civil Administration	Member
(d)	Mr. Anil Vibhute	Representative of Police Administration	Member
(e)	Mr. Abhay Vaidya	Representative of Local Media	Member
(f)	Ms. Sneha Khandekar	Representative of Non-Governmental Organization (NGO)	Member
Faculty Representatives			
(g)	Col.(Dr.) Hitender Singh Batra (Retd)	Dy. Dean (Administration), Prof & Head, Dept.	Member



22/4

S. No.	Name	Designation / Appointment	Role
		of Biochemistry	
(h)	Dr. Mandar Ambike	Dy. Dean (Student Welfare), Prof & Head, Dept. of Anatomy	Member
(i)	Dr. Kalpana Angadi	Professor & Head of Dept. of Microbiology	Member
(j)	Dr. Arundhati Pande	Professor & Head of Dept. Ophthalmology	Member
(k)	Dr. Pankaj Bansode	Professor & Head, Dept. of General Surgery	Member
Representatives of Parents			
(l)	Mrs. Vaishali Kiran Balwadkar	Parent Representative	Member
(m)	Mrs. Prachi Sandeep Kulkarni	Parent Representative	Member
Student Representatives			
(n)	Ms. Pangarkar Vaibhavi Dnyaneshwar	Student Representative for batch 2021-27	Member
(o)	Ms. Shreeya Srivastava	Student Representative for batch 2022-28	Member
(p)	Ms. Ghatge Siddhi Sachin	Student Representative for batch 2023-29	Member
(q)	Ms. Shruti Mani	Student Representative for batch 2024-30	Member
Representative of Non-Teaching Staff			
(r)	Col. (Dr.) Arun Iyengar (Retd)	Admin Officer, SMCW	Member

6. Contact details are attached as Appendix A.

Terms of Reference

7. The Anti-Ragging Committee shall operate in strict adherence to the statutory provisions as articulated in the UGC and NMC guidelines, including but not limited to the comprehensive measures recommended to prevent ragging in higher educational institutions. In addition, the Committee's operations shall be guided by the judicial pronouncements and orders of the

Hon'ble Supreme Court of India, which have underscored the imperative of fostering a safe academic environment free from harassment and intimidation. Specific statutory references include:

- (a) **UGC Guidelines:** The Committee shall operate in strict conformity with the guidelines issued by the University Grants Commission for the prevention of ragging.
- (b) **NMC Regulations:** The formation and functioning shall also align with the prescribed norms and regulations of the National Medical Commission.
- (c) **Supreme Court Directives:** The Committee's actions are further governed by the decisions and recommendations of the Hon'ble Supreme Court of India, which mandate strict adherence to anti-ragging protocols.
- (d) Under these terms, the Committee is empowered to review cases, recommend policy improvements, ensure effective implementation of preventive measures, and take disciplinary action where necessary. The ToR further emphasize transparency, accountability, and due process in all deliberations and resolutions.

8. **Meetings of the Anti-Ragging Committee:** The Committee shall hold meetings to deliberate on recurring issues, review the implementation of policies, assess incident reports, and take corrective action as required. All meetings will be formally convened, with minutes recorded for future reference. The Chairperson shall preside over the meetings, ensuring that discussions remain focused and decisions are duly ratified.

9. **Meeting Frequency:** Monthly. The meetings will be scheduled in the last week of the month and notified by the Member Secretary after ascertaining availability of Chairperson. Additional meetings may be convened on an ad hoc basis whenever a situation demands immediate intervention. The schedule of the meetings shall be communicated well in advance to all members, with provisions made for extraordinary sessions in the event of urgent cases.

10. **Quorum:** A quorum of 60% is necessary for the committee to meet.

11. **Minutes of Meetings (MoM):** The Member Secretary will be responsible for maintaining, uploading in the link of SMCW & SUHRC **Minutes of Meetings (MoM)**, and circulating the MoM in the approved format.

12. **Action Taken Report (ATR):** The member secretary will update, upload in the link of SMCW & SUHRC **Minutes of Meetings (MoM)**, and circulate the ATR before the commencement of the next meeting.

13. No business transaction will be done during the proceedings of the committee meetings.



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14. **Conclusion:** In light of the above, the reconstituted Anti-Ragging Committee is directed to commence its duties with immediate effect. All faculty, staff, and students are required to cooperate fully with the Committee's initiatives to ensure a safe, respectful, and harassment-free environment at Symbiosis Medical College for Women. Compliance will be monitored regularly, and necessary actions will be taken as required.

Place: Pune.

Lt. Col. (Dr.) T. Vijaya Sagar (Retd)
Dean

Dean
Symbiosis Medical College for Women
Gram-Lavale, Tal-Mulshi, Dist-Pune-412115.

Copy to: -

Office of the Hon'ble Provost, FoMHS | Medical Superintendent, SUHRC | Head Operations, SUHRC | All HODs | All Faculty Members | Head Administration, SUHRC | Campus Administrator, RCLHB | HR Head, FoMHS | Head Finance, SUHRC | Head Nursing, SUHRC | Head Quality, SUHRC | Head IT, FoMHS | Administrative Officer SMCW | IT Support Team, SMCW | Website Committee | NMC Cell | PA to Dean, SMCW



Appendix A**Anti-Ragging Committee****Contact Details**

Sr. No	Name	Designation	Role	Contact Number	Email ID
1.	Lt Col (Dr) T Vijaya Sagar (Retd)	Dean	Chairperson	9373229720	dean@smcw.siu.edu.in
2.	Col.(Dr.) Hitender Singh Batra (Retd)	Dy. Dean, Prof.& Head Dept., Biochemistry	Member	9751938685	dydean@smcw.siu.edu.in
3.	Dr. Mandar Ambike	Professor & Head Dept. of Anatomy	Member	9822401815	hod.anatomy@smcw.siu.edu.in
4.	Dr. Trupti Borulkar	Associate Professor, Dept. of Physiology	Member Secretary	7588537916	trupti.borulkar@smcw.siu.edu.in
5.	Mr. Maruti Ranavade	Representative of Civic Administration	Member	9850439648	-
6	Mr. Anil Vibhute	Sr. PI Bavdhan Police Station Pune	Member	8805008080	anilvibhute123@gmail.com
7.	Mr. Abhay Vaidya	Representative of Local Media	Member	9545515338	Abhay.vaidya@htlive.com
8.	Ms. Sneha Khandekar	Representative of NGO	Member	9819770166	snehakhandekar@hotmail.com
9.	Dr. Kalpana M Angadi	Professor & Head of Dept. Microbiology	Member	9850504630	kalpana.angadi@smcw.siu.edu.in
10.	Dr. Arundhati Pande	Professor & Head of Dept. Ophthalmology	Member	9604414930	arundhati.pande@smcw.siu.edu.in
11.	Dr. Pankaj Bansode	Professor & Head, Dept. of General Surgery	Member	9822998855	pankaj.bansode@smcw.siu.edu.in
12.	Col. (Dr.) Arun Iyengar (Retd)	Admin Officer, Non-teaching staff Representative	Member	9637602473	adminofficer@smcw.siu.edu.in
13.	Mrs. Vaishali Kiran Balwadkar	Parent Representative	Member	9763454258	balwadkarvaishali@gmail.com
14.	Mrs. Prachi Sandeep Kulkarni	Parent Representative	Member	7350085454	prachi2425@gmail.com
15.	Ms. Pangarkar Vaibhavi Dnyaneshwar	Student Representative for batch 2021-27	Member	9607853399	Vaibhavi.pangarkar21@smcw.siu.edu.in
16.	Ms. Shreeya Srivastava	Student Representative for batch 2022-28	Member	9001674915	shreeya.srivastava22@smcw.siu.edu.in
17.	Ms. Ghatge Siddhi Sachin	Student Representative for batch 2023-29	Member	9607771870	Siddhi.ghatge23@smcw.siu.edu.in
18.	Ms. Shruti Mani	Student Representative for batch 2024-30	Member	7888241061	shruti.mani24@smcw.siu.edu.in

