



April 18, 2023

Committee: Internal Complaint Committee (ICC)

Location: Conference Room, DC Building

Time: 11:00 AM – 12:15 PM

Attendees:

- Dr. Kirti Longani (Presiding Officer)
- Dr. Aishwarya Dash (Member)
- Dr. Amit Jadhav (Member)
- Ms. Priya Abraham (Member)
- Ms. Snehal Tapare (Member)
- Mr. Anand Pawar (NGO Representative)
- Esha Purushottam Borkute (Student Representative)
- Pratham Vishal Sharma (Student Representative)

Absent:

- Komal Thakur (Apologies sent)

Agenda:

1. Review of previous meeting minutes
2. Update on complaints filed and actions taken
3. Feedback on the workshop on “Prevention of Sexual Harassment”
4. Planning for further awareness and training sessions
5. Any other business

Minutes:

1. Approval of Previous Meeting Minutes

- The minutes of the meeting held on October 14, 2022, were approved without changes.

2. Update on Complaints Filed

- One formal complaint had been filed since the last meeting involving a non-teaching staff member. The committee initiated an investigation in accordance with UGC regulations. The matter is still under review, and the next steps will involve interviewing the parties concerned.





- Action: Dr. Kirti Longani to oversee the ongoing investigation and prepare a report for the next meeting.

3. Workshop Feedback

- The workshop on "Prevention of Sexual Harassment at the Workplace," held in November 2022, was well received. Over 200 students and staff attended, and feedback indicated that participants gained valuable insights into their legal rights and the complaint process.
- Action: The committee decided to hold another workshop in the next academic year, specifically targeting new students.

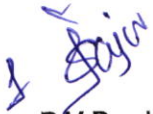
4. Future Awareness and Training Programs

- The committee discussed the need for continuous training programs for all staff and students. It was agreed to work closely with the HR department to implement regular training sessions for new employees.
- Action: Ms. Snehal Tapare to prepare a proposal for a gender sensitization program in collaboration with HR, to be implemented by August 2023.

5. Any Other Business

- Pratham Vishal Sharma (Student Representative) suggested a social media campaign to raise awareness of the ICC's role and the rights of students. The committee supported the idea and requested the student representatives to draft a plan.

The next meeting will be conducted on October 17, 2023.


RV Paul

Registrar





October 14, 2022

Committee: Internal Complaint Committee (ICC)

Venue: S1, ULC

Time: 11:00 AM – 12:30 PM

Attendees:

- Dr. Kirti Longani (Presiding Officer)
- Dr. Aishwarya Dash (Member)
- Dr. Amit Jadhav (Member)
- Ms. Priya Abraham (Member)
- Ms. Snehal Tapare (Member)
- Mr. Anand Pawar (NGO Representative)
- Esha Purushottam Borkute (Student Representative)
- Pratham Vishal Sharma (Student Representative)
- Komal Thakur (Student Representative)

Agenda:

1. Introduction and orientation of new members
2. Review of the ICC procedures and regulations
3. Discussion of any complaints received
4. Plan for awareness programs on gender sensitization and legal rights
5. Any other business

Minutes:

1. Introduction and Orientation

- Dr. Kirti Longani (Presiding Officer) welcomed the members and introduced the committee structure as per UGC rules. Each member was briefed on their responsibilities and the importance of maintaining confidentiality in all proceedings.

2. Review of ICC Procedures

- Dr. Aishwarya Dash reviewed the complaint-handling procedure as per UGC guidelines, including timelines, confidentiality, and reporting protocols. The





- committee agreed that all members would undergo a refresher training on sexual harassment laws and the role of the ICC.
- Action: Ms. Priya Abraham to arrange training sessions in collaboration with the legal department by the end of October.

3. Discussion of Complaints

- No formal complaints were received since the committee's constitution. The committee emphasized the need to create a safe and accessible environment for filing complaints.
- Action: Dr. Amit Jadhav to collaborate with the IT department to improve the anonymous online complaint portal for easier access by students and employees.


4. Awareness Programs

- The committee discussed organizing awareness programs for gender sensitization, focusing on students and staff across departments. These programs would highlight legal rights, the role of the ICC, and the process of filing complaints.
- Action: Mr. Anand Pawar (NGO Representative) suggested a workshop on "Prevention of Sexual Harassment at the Workplace," which the committee approved. The workshop will be held in November 2022.

5. Any Other Business

- Esha Purushottam Borkute (Student Representative) suggested involving student clubs in gender sensitization activities to reach a broader audience. The committee welcomed this idea and agreed to follow up with the student union.

The next meeting will be conducted on April 15, 2023.


R.V Paul
Registrar

