



From: Principal & Secretary

+91 3213 255282

saratcentenary@gmail.com

scollegednk.ac.in

Dhaniakhali, Hooghly, 712302

Sarat Centenary College

Dhaniakhali, Hooghly

Founded: 1976

Recognised Under UGC 2F&12B
WB Govt. Aided

Affiliated to The University of Burdwan

NAAC CRITERION 5

Metric No. 5.1.4

SUMMARY INFORMATION REGARDING REDRESSAL OF STUDENT GRIEVANCES

1. IMPLEMENTATION OF GUIDELINES OF STATUTORY/REGULATORY BODIES

INTERNAL COMPLIANCE COMMITTEE FORMATION AND POLICY DOCUMENT

INTERNAL COMPLAINTS COMMITTEE (ICC)

(02.02.2019 to 16.02.2023)

- Prof. Sabita Samanta, Associate Professor and Head, Department of Philosophy, West Bengal State University (Nominated by Principal)
- Dr. Ujjal Kumar Mukherjee, Associate Professor of Mathematics, (Teacher Representative)
- Dipanwita Ray, MPhil in Women's Studies, Govt. Approved PTT in Bengali, (Teacher Representative)
- Nemai Chandra De, Darwan, (Non-Teaching Member)
- Mangala Murmu, Lady Attendent, (Non-Teaching Member)
- Vice-President of the Students' Union (To be co-opted as Students' Representative for matter involving students)
- Assistant General Secretary of Students' Union (To be co-opted as Students' Representative for matter involving students)
- Girls' Common Room Secretary of the Students' Union (To be co-opted as Students' Representative for matter involving students)
- One Member from NGO (Preferably Female)- to be Nominated by President



A. G. Banerjee
Principal & Secretary
Sarat Centenary College
Dhaniakhali, Hooghly

INTERNAL COMPLAINTS COMMITTEE (ICC)

(17.02.2023 to till date)

- Prof. Pratiti Ghosh, Professor & Head of the Department Physiology, West Bengal State University as Chairperson
- Dr Ujjal Kumar Mukherjee, Associate Professor of Mathematics, as Teacher Representative
- Soumi Chattopadhyay, SACT, as Teacher Representative
- Shri Tarun Kumar Maji, Bearer/Peon, as Non-Teaching Representative
- Mangala Murmu, Lady Attendant, as Non-Teaching Representative
- Vice-President of Students' Union (to be co-opted as Students' Representative for matter involving students)
- Assistant General Secretary of Students' Union (to be co-opted as Students' Representative for matter involving students)
- Girls' Common Room Secretary of the of Students' Union (to be co-opted as Students' Representative for matter involving students)
- Dr Maitreyi Banerjee, Advisor, Vivekananda Institute of Biotechnology, Shri Ramakrishna Ashram, Neempith, Soth 24 Parganas, as a member from NGO



A. G. Banerjee
Principal & Secretary
Sarat Centenary College
Dhaniakhali, Hooghly

Policy Document

Internal Compliance Committee

The institution has an Internal Compliance Committee (ICC) as well which monitors the Code of Ethics of the College. All these Cells have been actively functional since the inception. These committees consist of both teaching and non-teaching staff members of the college. The Principal of the college is the Chairperson of all the committees. Besides this, the institution also has another Cell - Equal Opportunities Cell. This Cell has been formed to safeguard the interest of the representatives of the backward classes of society associated with the Grievance and Redressal Cell

The Grievance & Redressal cell of the college has been actively functional since its inception. The students can register their grievances/complaints both in offline and online mode. There is a Complaint Box installed in the corridor where one can submit their grievance in writing. They can register the same through the proper contact number and email id displayed in the college website. Since the Principal's office is highly approachable and prompt in action, students and staff members feel free to discuss/submit their grievances to the head of the institution directly. The Cell holds periodical meetings and the redressal process is performed through proper channels. The IQAC monitors the redressal process of the grievances (if any).





A. G. Banerjee
Principal & Secretary
Sarat Centenary College
Dhaniakhali, Hooghly

ANTI RAGGING COMMITTEE FORMATION ALONG WITH POLICY DOCUMENT

ANTI RAGGING COMMITTEE (12.10.2023 to till date)

- Principal as Chairperson
- BDO, Dhaniakhali/Representative as Member
- OC, Dhaniakhali/Representative as Member
- Local Media Representative as Member: Principal is requested to Nominate
- NGO Representative as Member: Principal is requested to Nominate
- Faculty as Member: Prof. Silky Pal
- Faculty as Member: Dr Ujjal Kumar Mukherjee
- Two Members from Parent of the Students: To be included as required
- Two 1st Year Students as Members: To be included after duly elected student council is formed
- Two 2nd Year Student as Member: To be included after duly elected student council is formed
- Non-Teaching Staff as Member: Smt. Mangala Murmu
- Non-Teaching Staff as Member: Shri Tamal Bandyopadhyay

 
Principal & Secretary
Sarat Centenary College
Dhaniakhali, Hooghly



Policy Document

Anti-Ragging Cell

We are proud to say that we are a completely ragging-free campus. There's a Disciplinary Committee that looks into issues related to discipline. Every student is advised and guided to follow the basic rules and regulations of the college which are declared in the prospectus also. It is to be noted that no incident of ragging has been reported in our college. Following instructions have been displayed both digitally and on the billboard:

- Loitering in the corridor is strictly forbidden;
- Silence is to be strictly maintained in the Library and Class rooms while class is in progress.

The Principal is very approachable and prompt in action, and the students and staff members feel free to discuss/submit their grievances to the head of the institution directly. The IQAC monitors the redressal process of grievances (if any).

 
Principal & Secretary
Sarat Centenary College
Dhaniakhali, Hooghly

GENDER SENSITIZATION CELL FORMATION ALONG WITH POLICY DOCUMENT

GENDER SENSITIZATION CELL: COMPOSITION

Dr. Sunetra Banerjee (Convener)

Prof. Silky Pal (Co-Convener)

Mrs. Parvin Sultana



A. G. Banerjee

Principal & Secretary
Sarat Centenary College
Dhaniakhali, Hooghly

Policy Document

Gender Sensitization Cell

There are institutional provisions for resolving issues pertaining to sexual harassment. In pursuance of the guidelines from UGC, a Cell for Gender Sensitization and Prevention of Sexual Harassment in the college [CGSPSH] has been formed. Since its inception, the Cell has been functioning appropriately. Additionally, a constitution has been framed following the "VISHAKHA" guideline of the Honbl. Supreme Court. The cell functions by strictly following the constitution. It has been actively working in collaboration with NGOs and Women Study Centers on issues related to Gender sensitization. Regular awareness programs through seminars and workshops are also organized. Further, relevant posters are put up at various positions to create awareness on the issue.



A. G. Banerjee

Principal & Secretary
Sarat Centenary College
Dhaniakhali, Hooghly

**SNAPSHOT OF GENDER SENSITIZATION COMMITTEE REPORT
SUBMITTED TO THE COLLEGE AUTHORITY**



Sarat Centenary College



Gender Sensitisation Cell

2021-23

PREFACE:

"Gender Equality, Equality between men and women.... does not mean that women and men have to become the same, but that their rights, responsibilities, opportunities will not depend on whether they were born male or female."- UNESDOC

The Gender Sensitization Cell was initiated in the college with a vision of creating safe spaces in College where people of all genders can come together and discuss issues and problems they face openly without any fear and move towards a just society.

INTRODUCTION:

The Sarat Centenary College was established in 1976 with an ardent zeal for advancing Higher education in the locality of Dhaniakhali, Hooghly. The college is under the grants-in-aid scheme of the government of West Bengal. With the inclusion of a gender sensitization cell, an attempt has been made to study whether the college has a good gender balance. This cell tries to keep and watch over all the government laws, policies, and programs related to gender to enhance society. The cell reviewed and analyzed the working environment and situation of Sarat Centenary College, Dhaniakhali. After the analysis, it was found out that there is a conducive environment of work place and study place in the college and that both genders have a full range of opportunities to achieve holistic growth. Among the students, the female gender outnumbers the male students.

OBJECTIVES:

- 1) To achieve gender equality and especially empower all women and girls.
- 2) To find out the disparity and barriers in achieving gender equality.
- 3) To Provide an integrated and interdisciplinary approach to understanding the cultural constructions of gender in society.
- 4) To suggest measures for bridging the gender gap.
- 5) To instill values and a sense of responsibility in building an equal society.

ROLE AND RESPONSIBILITIES:

- 1) To organize guidance and orientation Sessions.
- 2) To create awareness in the students about gender equality and empower all girls and women.
- 3) To celebrate International Women's Day on 8th March.

- 4) To integrate gender concept in all activities of the institution.
- 5) To maintain the minutes of the meeting and action taken reports.

GENDER SENSITIZATION CELL: COMPOSITION

Dr. Sunetra Banerjee (Convener)

Prof. Silky Pal (Co- Convener)

Mrs. Parvin Sultana

GENDER BALANCE WITHIN THE INSTITUTION

STUDENTS PROFILE

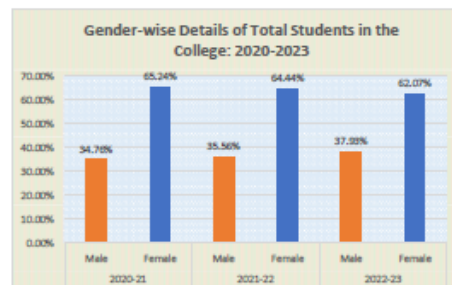


Table 1 Gender-wise details of Total Students in the College

Sl.No.	Year	Total	Male	Female	%M	%F
1	2020-2021	2704	944	1760	34.76	65.24
2	2021-2022	2759	981	1778	35.56	64.44
3	2022-2023	2705	1026	1679	37.93	62.07

The above table shows the year-wise gender classification of male and female students' strengths and the total number of admissions to the College. It appears that the number of female students strength is larger in all the academic years.

ACTIVITY PROFILE

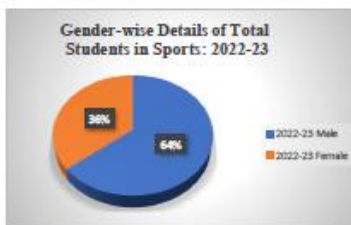


Table-2 Gender-wise Details of Total Students in Sports: 2022-23

Sl No.	Year	Total	Male	Female	%M	%F
1	2022-23	28	18	10	64.28	35.72

The above pie chart regarding participation of male and female in sports is clearly conveying the message that male students are more interested in sports and their contribution is more than female students. Although the participation of female students in the sports is less, the enthusiasm shown by female students is satisfactory.

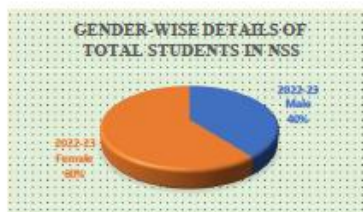


Table-3 Gender-wise Details of Total Students in NSS

Sl No.	Year	Total	Male	Female	%M	%F
1	2022-23	215	85	130	40	60

The pie chart of male and female participation in NSS exhibits a more vibrant trend as the female students are interested in NSS and their contribution is more than male students. Here, the male intake of NSS programme is comparatively less by 20 %.

STUDENTS SCHOLARSHIP AND AID FUND

The College plays a pivotal role in facilitating students to get various scholarship schemes and grants provided by the Government. For example, Swami Vivekananda Merit-Cum-Means Scholarship, Kanyashree Prakaipa for girls' students, Aikyashree Scholarship for Minority students etc.

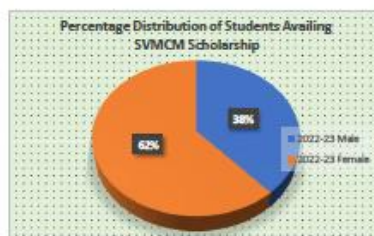


Table-4 SVMCM

Sl No.	Year	Total	Male	Female	%M	%F
1	2022-23	751	288	463	38.35	61.65

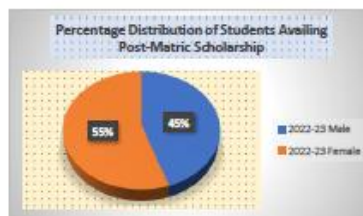


Table-5 Post-matric

Sl No.	Year	Total	Male	Female	%M	%F
1	2022-23	498	223	275	44.78	55.22

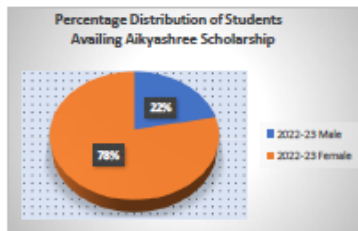


Table-6 Aikyashree

Sl No.	Year	Total	Male	Female	%M	%F
1	2022-23	385	84	301	21.81	78.19

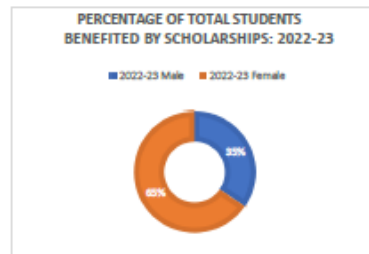


Table-7 Total Students benefited by Scholarship: 2022-23

Sl No.	Year	Total	Male	Female	%M	%F
1	2022-23	1688	583	1105	34.54	65.46

The above data reflects an enthusiastic scenario in which girl students receiving scholarships are almost double than the boys. This trend may be due to the Kanyashree scholarship which is exclusively for girl students.

GENDER BALANCE AMONG THE EMPLOYEES

TEACHING STAFF

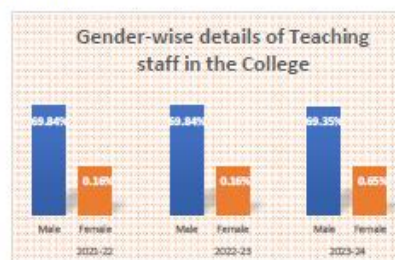


Table-8 Gender-wise details of Teaching staff in the College

Sl No.	Year	Total	Male	Female	%M	%F
1	2021-2022	63	44	19	69.84	30.16
2	2022-2023	63	44	19	69.84	30.16
3	2023-2024	62	43	19	69.35	30.65

ADMINISTRATIVE SUPPORT STAFF

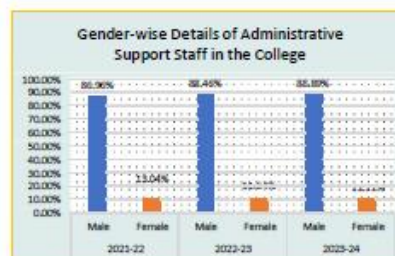


Table-9 Gender-wise details of administrative support staff in the College

Sl No.	Year	Total	Male	Female	%M	%F
1	2021-2022	23	20	03	86.96	13.04
2	2022-2023	26	23	03	88.46	11.54
3	2023-2024	27	24	03	88.89	11.11

The table shows the female teaching staff and administrative support staff are very less compared to the male. This proves that women are yet to be empowered in taking up higher education and jobs therein. The locality of the College being a rural area also may be considered as a drawback here.

GENDER SENSITIZATION INITIATIVES

The College has organized sensitization programme to bring about changes in the perception and behaviour of teachers, parents and students towards men and women, girls and boys and to provide them equal opportunities and treatment. In this connection International Women's Day celebration and talks, seminars are organized on a regular basis in the college. The following paragraphs explain the different programmes initiated by the Cell.

The first such programme outside the College was held at the office of the Dhaniakhali development block on gender-based discrimination at the block office Auditorium on 22.12.2023, vide memo number. 1126 dated 18.12.2023. The college sensitization cell along with 50 students from our college with sensitization members attended the workshop addressed by multiple stakeholders from different perspectives. Dr. Sunetra Banerjee and Professor Silky Pal on behalf of the sensitization cell remained present on the program for 4 hours. The students from other Institutions also participated in the program.

As the issue has been addressed by so many speakers, the whole presentation appeared clumsy. Most of the students did not find any important merit on the basis of their communication. After reaching the seminar hall members of the sensitization cell of the college decided to organize a specific program in the college for the upcoming days with a speaker from ground level experience.



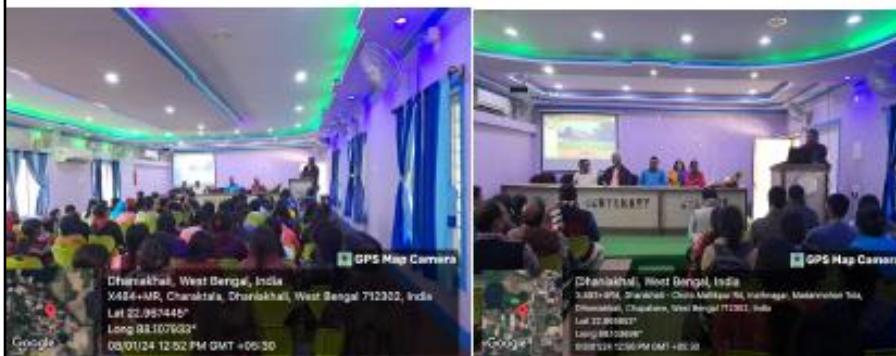
The next such programme was based on the theme "gender equality today for a sustainable tomorrow" for the International Women's Day 2024. The year 2024 embarks on achieving gender equality in the context of climate change and environmental and disaster risk reduction. The programme began with an invocation led by the students. The coordinators welcomed the students and highlighted the importance of the day. The principal explained the need for sustainable development. The IQAC Coordinator Stressed on the point of college resources, stakeholders and its relation with sustainable development. The girl students enacted a dance drama on the occasion which speaks about the different roles of women in society.

On this occasion, Dr. Veera Ramika Lobo, Assistant professor of political science gave a talk which explained the contribution of women on climate change adaptation, mitigation and response at every level in every society to build a more sustainable future. In order to draw all the students' attention, at the end of our talk they held a quiz and lauded the winners with a coffee. The Programme ended with a vote of thanks by the student.

The gender sensitization cell of the college has organized a sensitization programme focused on the theme "Say No to Child Marriage" on 8th January 2024 in the college auditorium. The chief guest for the program was Smt. Pampa Dhank, DLT& SISD master trainer of Dhaniakhali block. Her lucid presentation along with the relevant videos kept the audience's attention. At the end of the session, student waste questions, the number of the students was around 104. Some of the teachers and office staff also remained present to make the event memorable. The master trainer narrated the theme from her ground level experience and continuous question answers method which attracted the participants.

The participants when interacted with the sensitization cell communicated that they had been encouraged about the problem of child marriage and also communicated some known and unknown narratives from their family and neighbourhood experience. It appears that the

problem is present more or less in all segments of social life but it has a different dimension when it addresses the downtrodden people having the least economic and educational facilities. This type of program is to be extended in the near future involving more students of the College or their understanding of the challenges emanating from early child marriage.



THE OUTCOME OF THE REPORT:

- Female student enrollment is more than the boys in the class.
- Girls succeed better than their male counterparts.
- The female students participate fairly well in cultural activities.
- In the sports field too female ratio is more than boys.
- Lastly, the female ratio between teaching and non-teaching staff is relatively poor.


SUGGESTIONS:

- The college has to strive to build up awareness regarding higher education for women and subsequently for taking up jobs among women.
- The decision-making body should see an increase in female members.
- Several programs regarding skill enhancement activities, micro-businesses, and self-empowerment guidance should be initiated at the college level.

CONCLUSION:

The college has initiated the gender sensitization cell recently which has seen a good number of initiatives, programs awareness, and topics related to gender equality. The positive point of the cell is that it has discovered that a lot of girls students have increased and taken up different programs. keeping this in mind the cell has decided to take up a lot of initiations and make the suggestions bring into action.

2. ORGANISATION WIDE AWARENESS AND UNDERTAKINGS ON POLICIES WITH ZERO TOLERANCE



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Sarat Centenary College

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Founded: 1976

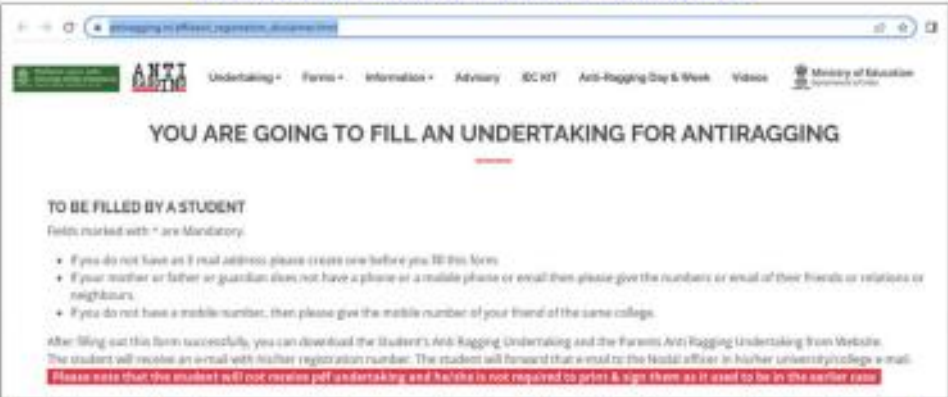
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Affiliated to The University of Burdwan

Date: 25/07/2024

NOTICE

Anti-Ragging Undertaking and Anti-Ragging Compliance


This is for information of all that **RAGGING IS A CRIMINAL OFFENCE AND THE CULPRITS WILL ATTRACT PUNITIVE ACTION AS MENTIONED IN THE UGC REGULATIONS.** We are proud to declare that **this college campus is completely Ragging-Free.** As per guidelines all students have to fill up the online Anti-Ragging undertaking and also submit Anti-Ragging compliance form by visiting the following website:
https://antiragging.in/affidavit_registration_disclaimer.html




The screenshot shows a web browser window with the URL https://antiragging.in/affidavit_registration_disclaimer.html. The page title is "YOU ARE GOING TO FILL AN UNDERTAKING FOR ANTIRAGGING". Below the title, it says "TO BE FILLED BY A STUDENT" and "Fields marked with * are Mandatory". There are three bullet points: "If you do not have an E-mail address please create one before you fill this form", "If your mother or father or guardian does not have a phone or a mobile phone or email then please give the numbers or email of their friends or relatives or neighbours", and "If you do not have a mobile number, then please give the mobile number of your friend of the same college". At the bottom, it says "After filling out this form successfully, you can download the Student's Anti-Ragging Undertaking and the Parents Anti-Ragging Undertaking from Website. The student will receive an e-mail with his/her registration number. The student will forward that e-mail to the Nodal officer in his/her university/college e-mail. **Please note that the student will not receive pdf undertaking and he/she is not required to print & sign them as it used to be in the earlier case.**"

After filling out this form successfully, you can download the Student's Anti Ragging Undertaking from Website. The student will receive an e-mail with his/her registration number. After successfully submission of your Undertaking Form, you will receive your REFERENCE NUMBER. You can use the reference number to DOWNLOAD YOUR UNDERTAKING by visiting the following website:
https://antiragging.in/undertaking_request.php

It is **mandatory for all students to fill up the Anti-Ragging undertaking and also submit Anti-Ragging compliance** and create reference number after submission and download the undertaking by using the reference number. The downloaded undertaking will be required to be submitted to the college office when notified.





[DR. SANDIP KUMAR BASAK]
Principal, Sarat Centenary College
Principal & Secretary,
Sarat Centenary College
P.O.- Dhaniakhali, Dist.- Hooghly

Download
ANTI RAGGING
App

SAY NO TO RAGGING

YES TO JOYFUL CAMPUS

What is Ragging?
Any Act Resulting in:-

- Mental/physical/sexual Abuse
- Verbal Abuse
- Indecent Behaviour
- Criminal Intimidation/wrongful Restraint
- Undermining Human Dignity
- Financial Exploitation/extortion
- Use Of Force

A STUDENT INVOLVING IN RAGGING CAN BE:-

- Cancellation of admission.
- Suspension from attending classes.
- Withholding/withdrawing Scholarship/Fellowship and other benefits.
- Debarring from appearing in any test/ examination or other evaluation process.
- Withholding results.
- Debarring from representing the institution in any regional, national or international meet, tournament or youth festival etc.
- Collective punishment: when the persons committing or abetting the crime of ragging are not identified the institution shall resort to collective punishment as a deterrent to ensure community pressure on potential ragger.

Immediately call
UGC Anti-Ragging Helpline
1800-180-5522 (24x7 Toll Free)
or send an e-mail to helpline@antiragging.in

MHRD DEPARTMENT OF HIGHER EDUCATION
MINISTRY OF HUMAN RESOURCE DEVELOPMENT
GOVERNMENT OF INDIA

विश्वविद्यालय अनुदान आयोग
University Grants Commission
quality higher education for all

Foolishly I ragged & got suspended

Will I get prosecuted?
What about my Job prospects?

Download
ANTI RAGGING
App

MY FUTURE IS A BIG ?

Remember RAGGING is for LOSERS

Visit UGC Website i.e. www.ugc.ac.in & www.antiragging.in to see UGC Anti Ragging regulations.
Are You Being Ragged?
Immediately call UGC Anti Ragging Helpline - 1800-180-5522 (24x7 Toll Free)
Or Send an E-mail to helpline@antiragging.in

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MINISTRY OF HUMAN RESOURCE DEVELOPMENT
GOVERNMENT OF INDIA

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University Grants Commission
quality higher education for all

SAY NO TO RAGGING

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App

BEFORE YOU EVEN THINK OF RAGGING

THINK OF

- Humiliation
- Suspension
- Ruined Career
- Blacklisting
- Expulsion
- Possible Prosecution

Don't just stand and watch. Stop Ragging! Show Character

Remember RAGGING is for LOSERS

Visit UGC Website i.e. www.ugc.ac.in & www.antiragging.in to see UGC Anti Ragging regulations.
Are You Being Ragged ?
Immediately call UGC Anti Ragging Helpline - 1800-180-5522 (24x7 Toll Free)
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MINISTRY OF HUMAN RESOURCE DEVELOPMENT
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quality higher education for all

DON'T RAG, JUST INTERACT

Visit UGC website i.e. www.ugc.ac.in & www.antiragging.in to see UGC Anti Ragging Regulations

RAGGING IN ANY FORM IS PUNISHABLE

Download
ANTI RAGGING
App

Are you being ragged ?
Immediately call UGC Anti Ragging Helpline
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Or send an e-mail to helpline@antiragging.in

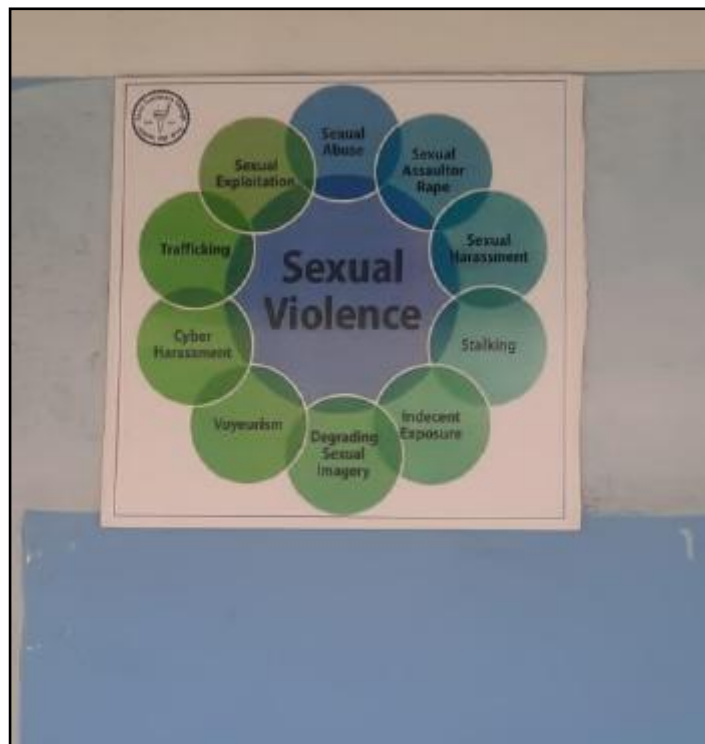
Join hands to make your campus ragging free

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GOVERNMENT OF INDIA

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University Grants Commission
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IMPLEMENTATION OF AWARENESS CAMPAIGN ON ZERO TOLERANCE





3. MECHANISMS FOR SUBMISSION OF ONLINE/OFFLINE STUDENT GRIEVANCES



ONLINE GRIEVANCE SUBMISSION PORTAL FOR STUDENTS

Student's Details		
First Name *	Middle Name (optional)	Surname / Last Name *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Mobile Number (+91)*	Email*	Gender *
<input type="text"/>	<input type="text"/>	<input type="text"/>
City*	State*	Select Nationality*
<input type="text"/>	<input type="text"/>	<input type="text"/>

Parent / Guardian Details		
Parent / Guardian Name*	Parent / Guardian Phone Number (+91)*	Parent / Guardian Email*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Parent / Guardian City*	Parent / Guardian State*	Parent / Guardian address*
<input type="text"/>	<input type="text"/>	<input type="text"/>

COLLEGE ANTI-RAGGING PAGE WITH RELEVANT LINKS ATTACHED

<https://sccollegednk.ac.in/content.php?pid=MJI=>

ednk.ac.in/content.php?pid=MJI=


- Admission
- Courses & Programs
- Syllabus
- Facilities
- Scholarships & Stipend
- Tests & Examinations
- Results
- Students' Union
- Anti Ragging Cell
- Info. on Higher Studies
- Class Routine & Academic Calendar
- Programme outcome
- Programme Specific outcome and Course outcome

The College is proud to announce that it is a fully ragging free campus. The college authority is obliged by the directives of Government in this regard to look into the matter.

College Notice on Anti-Ragging Undertaking and Anti-Ragging Compliance

Relevant web links:
<http://www.ugc.ac.in/page/Ragging-Related-Circulars.aspx>
www.amanmovement.org
www.antrragging.in

4. TIMELY REDRESAL OF THE GRIEVANCES THROUGH APPROPRIATE COMMITTEES

	<p>From: <i>Principal & Secretary</i></p> <p>+91 3213 255282 saratcentenary@gmail.com sccollegednk.ac.in Dhaniakhali, Hooghly, 712302</p>	<h1>Sarat Centenary College</h1> <p>Dhaniakhali, Hooghly</p> <p>Founded: 1976</p> <p>Recognised Under UGC 2F&12B WB Govt. Aided Affiliated to The University of Burdwan</p>
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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 1:02.02.2019

Members Present:


1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nemai Chandra De,	9. President Nominee
5. Mangala Murmu,	


Agenda:

1. Introduction of ICC members.
2. Orientation on the functioning of the ICC and legal frameworks (POSH Act).
3. Discussion on creating awareness among students and staff about the ICC and its functions.

Resolution:

- It was resolved to hold an awareness program for students and faculty on gender sensitization and the Prevention of Sexual Harassment (POSH) Act on 08.03.2019 (International Women's Day).
- A poster campaign would be initiated to spread awareness about the ICC.




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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 2:15.06.2019

Members Present:

1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nemai Chandra De,	9. President Nominee
5. Mangala Murmu,	

Agenda:

1. Review of the awareness program held on 08.03.2019.
2. Planning a workshop on "Gender Sensitization."
3. Establishment of a grievance submission mechanism.

Resolution:

- The awareness program was deemed successful with considerable participation. It was decided to conduct a follow-up session in November 2019.
- A workshop on "Gender Sensitization" would be held on August 2019.
- A complaint submission box was to be placed at three locations on campus to ensure easy access for students and staff to submit complaints anonymously.



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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 3:05.11.2019

Members Present:

1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nemai Chandra De,	9. President Nominee
5. Mangala Murmu,	

Agenda:

1. Review of grievances received.
2. Report on the Gender Sensitization workshop.
3. Discussion on proactive measures to prevent harassment on campus.

Resolution:

- No grievance was received.
- The Gender Sensitization workshop was appreciated by participants.
- It was resolved that ICC members would carry out surprise visits to different departments to ensure a harassment-free environment.



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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 4:16.02.2020

Members Present:

1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nemaï Chandra De,	9. President Nominee
5. Mangala Murmu,	

Agenda:

1. Reviewing complaints and resolving pending cases.
2. Discussion on organizing gender sensitization seminars.
3. Feedback on the current state of awareness and prevention mechanisms.

Resolution:

- No complaint was addressed.
- A seminar on "Legal Awareness on Gender Issues" was scheduled
- Feedback from the students suggested increasing visibility of the ICC. It was resolved to update the college website with ICC details and guidelines for filing complaints.



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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 5:12.07.2020(Online)

Members Present:

1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nemai Chandra De,	9. President Nominee
5. Mangala Murmu,	

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Agenda:

1. Review of online complaints during the COVID-19 lockdown.
2. Discussion on virtual awareness programs.
3. Updating the ICC's online grievance redressal system.

Resolution:

- No complaints were reported during the lockdown period.
- It was resolved to hold virtual awareness programs on gender equality and harassment laws starting in September 2020.
- The online grievance redressal system was to be updated for smoother virtual access.



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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 6:28.10.2020(Online)

Members Present:

1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nema Chandra De,	9. President Nominee
5. Mangala Murmu,	

Agenda:

1. Review of the online gender awareness sessions.
2. Preparation for reopening campus post-COVID.
3. Steps to ensure safety on campus in the new normal.

Resolution:

- The virtual awareness programs were successful, with active participation from students.
- It was resolved to ensure proper sanitization and implementation of safety measures, along with the installation of CCTV cameras in vulnerable areas once the campus reopens.
- The reopening of campus would be accompanied by a physical awareness program on the ICC's role.




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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 7:15.02.2021

Members Present:

1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nema Chandra De,	9. President Nominee
5. Mangala Murmu,	

Agenda:

1. Reviewing the effectiveness of the complaint mechanisms post-COVID reopening.
2. Discussion on conducting a survey on campus safety.
3. Planning ICC workshops for the upcoming academic year.

Resolution:

- No major complaints were reported during the initial months of reopening.
- A survey on campus safety would be conducted in April 2021 to gather student feedback.
- A workshop on "Rights and Responsibilities under POSH" was scheduled.




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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 8:18.09.2021

Members Present:

1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nemai Chandra De,	9. President Nominee
5. Mangala Murmu,	

Agenda:

1. Review of the campus safety survey.
2. Organizing training programs for faculty on handling complaints.
3. Discussion on collaborating with NGOs for gender sensitization programs.

Resolution:

- The campus safety survey results indicated the need for better lighting in certain areas. It was resolved to take this up with the administrative team.
- A training program for faculty on handling complaints under the POSH Act was planned.
- Collaboration with a local NGO for conducting a series of gender sensitization programs was discussed.



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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 9:05.02.2022

Members Present:

1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nemai Chandra De,	9. President Nominee
5. Mangala Murmu,	

Agenda:

1. Review of pending complaints.
2. Planning an annual gender audit on campus.
3. Evaluation of past programs and setting goals for 2022.

Resolution:

- No new complaints were reported.
- It was resolved to conduct the college's first Gender Audit to assess the campus environment.
- The committee decided to conduct two major awareness programs during the year.



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INTERNAL COMPLAINTS COMMITTEE (ICC)

Meeting 10:16.02.2023

Members Present:

1. Prof. Sabita Samanta	6. Students' Representative
2. Dr. Ujjal Kumar Mukherjee	7. Students' Representative
3. Dipanwita Ray,	8. Students' Representative
4. Nema Chandra De,	9. President Nominee
5. Mangala Murnu,	

Agenda:

1. Review of the Internal Gender Audit.
2. Discussion on creating a long-term plan for gender sensitization.
3. Planning an annual report on ICC activities.

Resolution:

- The Internal Gender Audit highlighted areas of improvement, especially in terms of awareness among newly admitted students.
- It was resolved to draft a three-year action plan focusing on gender sensitization and harassment prevention, with periodic reviews.
- An annual report on the ICC's activities from 2019-2023 was to be prepared and submitted to the college administration.



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