

**CRITERIA 5****5.1: Student Support**

**5.1.4: The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases.**

**5.1.4\_4: Implementation of guidelines of statutory / regulatory bodies**

The committees meet on a regular basis and the issues are resolved as per guidelines. The Minutes of the meetings document the proceedings undertaken. As per guidelines, the identity of the complainants and the accused is not disclosed.

**INDEX**

Sr. No.	Particulars	Page No.
1	ICC – INTERNAL COMPLAINTS COMMITTEE	3-11
2	ARC – ANTI-RAGGING CELL	13-18
3	CGRC–COLLEGE GRIEVANCE REDRESSAL CELL	20-26



**I/C PRINCIPAL**  
**Chandrabhan Sharma College**  
**of Arts, Science & Commerce**  
 Powai-Vihar, Powai, Mumbai - 400 076  
 Tel. 25704526 / 25704530

**INTERNAL COMPLAINTS  
COMMITTEE  
(ICC)  
MINUTES OF THE MEETING**



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**of Arts, Science & Commerce**  
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**ACADEMIC YEAR 2021- 22**

Internal Complaints Committee (ICC) of Chandrabhan Sharma College of Arts, Science and Commerce has been formed according to the directives of UGC regulations and the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) POSH Act, 2013. The purpose of the committee is to hear and address complaints of sexual harassment in the college.

**AGENDA:**

The agenda of the Internal Complaints Cell is to create a safe, friendly, supportive environment for women staff and students of the college. The Internal Complaints Cell fulfils its purpose by organizing programmes for staff and students on topics like gender sensitization and handling complaints of sexual harassment from staff and students. The names of the Committee Members and their mobile numbers have been displayed in the college.

**COMMITTEE MEMBERS:**

- Presiding Officer: - Ms. Anjana Verma (9594353303)
- Women Representatives: - Ms. Deepti P. (9920342582)
- Women Representatives Non-Teaching Staff: - Ms. Deepa Gambre (9869449298)
- Men Representatives: - Asst.Prof. Tushar Shah (7977602613)
- External NGO Member: - Minoo Mantri (9821684153)
- Advocate: - Paridhi Tulsiyan (9589696997)
- Non-Teaching Representatives: - Ms Deepa Gambre (9869449298)



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**STUDENT REPRESENTATIVES:**

Sr. No.	DEPARTMENT	NAME OF THE STUDENT	CONTACT No.
1.	BMS	SANJANA SHINDE	9892488766
2.	BSCIT	NIRMALA BIST	7900106482
3.	BBI	SEJAL DUBEY	7710978823



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## **ACADEMIC YEAR 2020-21**

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**STUDENT REPRESENTATIVES:**

Sr. No.	DEPARTMENT	NAME OF THE STUDENT	CONTACT No.
1.	BMS	SONAL YADAV	7045178852
2.	BBI	ANJALI SHARMA	8779122799
3.	BAMMC	TEJASWINI PATADE	7045178852



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## ACADEMIC YEAR 2019-20

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- External NGO Member :- Minoo Mantri ( 9821684153)
- Advocate:- Paridhi Tulsiyan (9589696997)
- Non-Teaching Representatives:- Ms Deepa Gamre (9869449298)

### STUDENT REPRESENTATIVES :

SR. No.	DEPARTMENT	NAME OF THE STUDENT	CONTACT No.
1.	BSCIT	SHWETA SHUKLA	9372901199
2.	BBI	AMREEN SALMANI	9930322256
3.	BAF	SNEHA CHAVAN	9769430067



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## **ACADEMIC YEAR 2018- 19**

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- External NGO Member: - Minoo Mantri (9821684153)
- Advocate: - Paridhi Tulsiyan (9589696997)
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**STUDENTS REPRESENTATIVE:**

<b>SR. No.</b>	<b>DEPARTMENT</b>	<b>NAME OF THE STUDENT</b>	<b>CONTACT No.</b>
1.	BCOM	NIMISHA KINJALKAR	9967448860
2.	BAF	SHARANYA NAIR	8168174881
3.	BBI	RIYA SINGH	9136771842



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## **ACADEMIC YEAR 2017-18**

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### **COMMITTEE MEMBERS:**

- Presiding Officer :- Ms. Anjana Verma (9594353303)
- Women Representatives :- Ms. Deepti P. (9920342582)
- Women Representatives Non Teaching Staff :- Ms. Deepa Gamre (9869449298)
- Men Representatives :- Asst. Prof. Tushar Agarwal (9820464707)
- External NGO Member :- Minoo Mantri (9821684153)
- Advocate:- Kavita Rai (9820226170)
- Non-Teaching Representatives:- Mrs. Deepak Salvi (9819406370)
- Non-Teaching Representatives:- Ms Deepa Gamre (9869449298)



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**STUDENTS REPRESENTATIVE:**

SR. No.	DEPARTMENT	NAME OF THE STUDENT	CONTACT No.
1.	BCOM	RIDDHI GUPTA	7039872232
2.	BSCIT	ARPANA WALUNJ	8168174881
3.	BBI	SHASHIKALA MAURYA	8422017303

**Activities**

<b>WOMEN DEVELOPMENT CELL (WDC) 2017-18</b>			
SR. NO.	DATE	ACTIVITY	DESCRIPTION
1.	12th August, 2017	Expert Lecture by Mrs. Asha Gala on "Privacy & Space of Girls."	Mrs. Asha Gala explained the Importance of Privacy & Personal Space of Girls.



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# ANTI-RAGGING CELL MINUTES OF THE MEETING



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**ACADEMIC YEAR 2021-2022**

**NOTICE**

ANTI-RAGGING COMMITTEE meeting is scheduled on 25th August, 2021 all the members mentioned below are requested to be present in the meeting.

**AGENDA FOR THE MEETING:**

- To inform all the students about anti-ragging committee of the college and its members and help line numbers
- Committee will send the college notice along with university circular to inform all student regarding prohibition and prevention of anti-ragging activity within and around the campus.
- Committee will inform all the students regarding NATIONAL RAGGING PREVENTION PROGRAMME online facility for anti-ragging affidavits to be submitted by each student of the college.
- To discuss handling of the cases if they arise in the campus or outside the campus.
- To discuss about set up grievance cell
- To discuss about work Allocation
- To make all the students aware of the Anti-ragging committee in the institution and committee has taken a proactive measure by disseminating the information.
- General information will be given to students at the time of admission clearly mentioning the anti-ragging committee rules. And also at the orientation programme of first year students.



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**MINUTES OF THE MEETING:**

- Discuss about necessary measures to avoid the ragging cases in the campus or outside the campus
- Allocated the work to all the class in charge to spread the information about the anti ragging rules and regulations like:

**The meeting was held in the presence of the following members :**

**Chairperson: Dr. Pratim Singh**

**Convenor: Prof. Krishnakant Pandey**

**Members:**

- Prof. Umesh Kabadi (Coordinator BMS) Prof. Manali Naik (Coordinator - BMM)
- Prof. Sandeep Vishwakarma (Coordinator BSCIT)
- Prof. Tushar Shah( Coordinator - BAF)
- Prof. Sharlet Bhaskar (Coordinator- BCOM)
- Prof. Ravi Vishwakarma (Coordinator - BFM)
- Prof. Nilesh Shukla (Coordinator- BBI)
- Prof. Sushmita Rajpurohit (Member)

**Non- Teaching Staff Member: Mr. Deepak Salvi**



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**ACADEMIC YEAR 2020-2021**

**NOTICE**

ANTI-RAGGING COMMITTEE meeting was scheduled on 24th August, 2020 at 12:00 noon, via.google meet, in the presence of all the members

**MINUTES OF THE MEETING:**

- discuss about necessary measures to avoid the ragging cases in the campus or outside the campus
- Allocated the work to all the class in charge to spread the information about the anti-ragging rules and regulations like:

**The meeting was held in the presence of the following members :**

**Chairperson : Dr. Mrs. Pratima Singh**

**Convenor: Asst.Prof. Mr. Umesh . Kabadi**

**Members:**

- Asst.Prof. Mr. SandeepVishwakarma
- Asst.Prof. Mr. Tushar Shah
- Asst .Prof. Mr. Krishnakant Pandey
- Asst.Prof. Mr. Ravi Vishwakarma
- Asst.Prof. Mr. Arun Vishwakarma
- Asst.Prof. Mrs. Manali Naik



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**ACADEMIC YEAR 2019-2020**

**NOTICE**

ANTI-RAGGING COMMITTEE meeting was scheduled on 20th August, 2019 at 12:00 noon, via.google meet, in the presence of all the members

**MINUTES OF THE MEETING:**

- discuss about necessary measures to avoid the ragging cases in the campus or outside the campus
- Allocated the work to all the class in charge to spread the information about the anti-ragging rules and regulations like:

**The meeting was held in the presence of the following members :**

**Chairperson : Dr. Mrs. Pratima . Singh**

**Convenor: Asst.Prof. Mr. Umesh . Kabadi**

**Members:**

- Asst.Prof. Mr. Sandeep Vishwakarma
- Asst.Prof. Mr. Tushar Shah
- Asst .Prof. Mr. Krishnakant Pandey
- Asst.Prof. Mrs. Bharti Sridhara
- Asst.Prof. Mrs. Sharlet Bhaskar
- Asst.Prof. Mr. Arun Vishwakarma



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**ACADEMIC YEAR 2018-2019**

**NOTICE**

ANTI-RAGGING COMMITTEE meeting was scheduled on 04th August, 2018 at 12:00 noon, in 502, in the presence of all the members

**MINUTES OF THE MEETING:**

- discuss about necessary measures to avoid the ragging cases in the campus or outside the campus
- Allocated the work to all the class in charge to spread the information about the anti-ragging rules and regulations like:

**The meeting was held in the presence of the following members on:**

**Principal: Dr. Pratima Singh**

**Members:**

- Prof. Umesh Kabadi (Convenor)
- Prof. Manali Naik
- Prof. Tushar Shah
- Prof. Sandeep Vishwakarma
- Prof. Bharti Sridhara

**Non Teaching Staff Member: Mr. Deepak Salvi**



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**ACADEMIC YEAR 2017-2018**

**NOTICE**

ANTI-RAGGING COMMITTEE meeting was scheduled on 04th August, 2017 at 12:00 noon, in 502, in the members presence of all the members

**MINUTES OF THE MEETING:**

- discuss about necessary measures to avoid the ragging cases in the campus or outside the campus
- Allocated the work to all the class in charge to spread the information about the anti ragging rules and regulations like:

**The meeting was held in the presence of the following members :**

**Principal:** Dr. Chitra Natarajan

**Members:**

- Prof. Umesh Kabadi (Convenor)
- Prof. Tushar Shah
- Prof. Sandeep Vishwakarma
- Prof. Bharti Sridhara

**Non Teaching Staff Member:** Mr. Deepak Salvi



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**COLLEGE GRIEVANCE  
REDRESSAL CELL  
(CGRC)  
MINUTES OF THE MEETING**



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**GRIEVANCE REDRESSAL CELL**

Date:- 11<sup>th</sup> January, 2021

**AGENDA:**

- Awareness program about the committee
- Record meeting with the complainant

**MINUTES:**

- A reminder message to be given to class-in charges to create awareness about the presence of the statutory committees and their functioning.
- The team met with the student who wished to raise her concern regarding misbehavior by a fellow classmate.
- The student related the incident to the committee members and also wrote down her complaint
- The resolution decided during the course of the interview was that the accused will be met with for further investigation.
- The complainant wants to ensure a similar incident is not repeated with others and also that the accused should not share her photographs with anyone and does not speak ill about her to other people.
- The committee decided to call the accused for a meeting and investigate further



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**GRIEVANCE REDRESSAL CELL**

**Date: 12<sup>th</sup> August, 2021**

**AGENDA**

- First meeting of the Academic year 2021-22 to plan for awareness campaign

**MINUTES**

- The team reviewed the work done last year
- It was decided that the class in-charges will show the Statutory Committee Presentation in their respective class
- Work allocation was done for promotion and documenting the awareness campaign about GRC, Anti Ragging and IC committees.



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**GRIEVANCE REDRESSAL CELL**

Date: 18<sup>th</sup> March, 2021

**AGENDA**

- Overview of the work and complaints received

**MINUTES**

- The team met to review the awareness program about the GRC
- No new complaints have been received till 18th March 2021
- It was decided to show the presentation on the working of the statutory committees to the students once again. The same to be done by class in-charges in their respective class.
- The committee also decided to take acknowledgement of student's awareness about the statutory committee via a Google Form to be shared after the presentation on the statutory committee was done by the class in-charges



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**GRIEVANCE REDRESSAL CELL**

Date: 18th August, 2020

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**GRIEVANCE REDRESSAL CELL**

Date: 10<sup>th</sup> September, 2019

**AGENDA:**

- First meeting of the Academic year 2019-20 to plan for awareness campaign

**MINUTES:**

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