

## 7.1.10

**Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims**

<b>1.</b>	<b>Internal Complaint Committee (ICC)</b>
<b>2.</b>	<b>Anti-Ragging Cell</b>
<b>3.</b>	<b>Grievance Redressal Cell</b>

## Academic Year 2022- 23

Internal Complaint Committee (ICC) of Chandrabhan Sharma College of Arts, Science and Commerce has been formed according to the directives of UGC regulations and the 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 fulfills 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. Neha Mishra (8080629855)

Women Representatives :- Ms. Jalpa Dave (9892605646 )

Women Representatives Non Teaching Staff :- Ms. Deepa Gambre (9869449298)

Men Representatives :- Asst.Prof. Tushar Shah (7977602613)

External NGO Member :- Minoor Mantri ( 9821684153)

Advocate:- Paridhi Tulsiyan (9589696997)

Non-Teaching Representatives:- Ms Deepa Gambre (9869449298)



Ms. Neha Mishra  
Convenor



Student Representatives :

Bcom	Neha Khadas	7304133220
BAF	Tejas Desai	9619815805
BMS	Payal Shahu	9653244746

## Activities:

Internal Complaints Committee(ICC) 2022-23			
1	24 February , 2023	Online Webinar on Awareness of Women Harassment at Workplace	<p>The objectives of an online webinar on women harassment at the workplace are to create a safe and inclusive work environment for women and to promote gender equality in the workplace.</p> <ol style="list-style-type: none"><li>1. To raise awareness about the different types of harassment women may face at work</li><li>2. To educate attendees about the legal and ethical frameworks in place to address harassment at the workplace</li><li>3. To empower women by providing them with strategies to identify and address harassment</li></ol>



Ms. Neha Mishra  
Convenor



			<ol style="list-style-type: none"><li>4. To encourage accountability and promote a culture of zero tolerance for harassment</li><li>5. To create a safe and inclusive work environment for women</li></ol>
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**No. of Complaints during the year: - 0**



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Convenor



## Procedure of Receiving Complaints

CSC is an educational institution that provides equal opportunities to all genders. Men and women work together in a pleasant environment, but any issues related to physical contact or advances, requests for sexual favours, sexually suggestive comments, or any unwelcome sexual behaviour will be addressed promptly. The goal of the institution is to create awareness among students and staff to prevent sexual harassment on campus. In case of any such complaints, they should be reported to the Committee, which will take appropriate disciplinary action in accordance with the college's rules and regulations

**Step I:** An aggrieved Student should give a written complaint either in person or through letter. It should be submitted to the HOD or Class In charge. If the aggrieved Students is unable to make a complaint Personally, He or She can Put Complaint in Complaint Box.

**Step II:** On receipt of the complaint, the ICC will proceed to make an inquiry in accordance with the service rules or in their absence, in accordance with rules under the Act. The inquiry will be completed within 90 days. And the inquiry report will be submitted within 10 days from the date of completion of the inquiry.

**Step III:** If the ICC finds that the allegations against the respondent are proven, it will submit a report to the Principal to take action for sexual harassment as misconduct in accordance with the provisions of the applicable service rules or where no service rules exist, in accordance with rules framed under the Act.

**Step IV:** The college management will act on the recommendations of ICC within 60 days of the submission of the inquiry report.

**Step V:** Appeal against the decision of the ICC is allowed within 90 days of the recommendations.



Ms. Neha Mishra  
Convenor



Date: 22nd August, 2022

NOTICE

ANTI-RAGGING COMMITTEE meeting is scheduled on 25th August, 2022 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.


Chairperson: Dr. Pratima Singh


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. Krishnakant Pandey (Convenor) 

Prof. Sushmita Rajpurohit (Member) 

Non-Teaching Staff Member: Mr. Deepak Salvi 



Asst. Prof. Mr. Krishnakant Pandey  
(Convenor)  
Anti-Ragging Committee



Dr. Pratima Singh  
(Principal)

**Date: 22 nd August,2022**

**NOTICE  
ATTENTION ALL STUDENTS!!!**

Ragging is a criminal offence UGC had directed the institutions coming under its jurisdiction to take preventive measures to curb ragging

The Honorable Supreme Court of India defines Ragging as any conduct or practice by which dominant power of senior students or outsiders, is brought to bear on students freshly enrolled or students who is junior or by other student and includes individual or collective acts or practices which:

- Involves physical or psychological assault or threat or use of force or wrongful confinement or restraint: or
- Violate the status, dignity and honour of such students; or
- Expose students to ridicule and contempt and affect their self-esteem; or
- Entail verbal abuse and aggression, indecent gestures and obscene behaviour.

As per the recommendation of the UGC, the Chandrabhan Sharma college has formed a committee to monitor and curb the menace of ragging in the institution. In case grievance students may contact any of the members or on the helpline number mentioned on the notice board.

As per UGC norms following are the activities which are considered as ragging:

- Abetment/instigation to ragging
- Criminal Conspiracy to rag.
- Unlawful assembly and rioting while ragging.
- Public nuisance created during ragging.
- Violation of decency and morals through ragging
- Injury to body, causing hurt mental trauma or grievous hurt
- Wrongful restraint
- Wrongful confinement
- Use of criminal force.
- Assault as well as sexual offences or unnatural offences
- Extortion
- Criminal Trespass
- Offences against property
- Criminal intimidation
  
- Attempt to commit any or all the above mentioned offences against the victim.
- Physical or psychological humiliation. Any act/abuse by spoken words, email, snail

mails, blogs, public insults etc.

- Any act that prevents disrupts or disturbs the regular academic activity of a student
- All other offence following from the definition of ragging



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(Convenor)  
Anti-Ragging Committee



### **Punishment Against Ragging**

Depending upon the nature of gravity of the offences as established by the Anti-Ragging Committee of the Institution, the possible punishments for those found guilty of ragging shall be any one or any combination of the following:

- Suspension from attending classes and academic privileges.
- Withholding / withdrawing scholarship/fellowship and other benefits.
- Forfeiting Campus Placements opportunities / recommendations
- Debarring from appearing in any test/examination or other evaluation process
- Withholding of results
- Debarring from representing the institution in any regional, national, international meet. tournament, youth festival etc.
- Suspension/expulsion from the hostel
- Cancellation of admission
- Rustication from the institution for a period, ranging 1 to 3 years
- Expulsion from the institution and consequent debarring from admission to any other institution for a specific period.
- Fine of Rupees 25,000/
- Collective punishment when the persons committing or abetting the crime of ragging are not identified, the institution shall report to collective punishment as a deterrent to ensure community pressure on the potential raggars.
- FIR will be filed with the local police authorities. The possible punishment includes rigorous imprisonment (in compliance with the order of Supreme Court of India)

Helpline-

Prof. KrishnakantPandey – 9653245569

Prof. SushmitaRajpurohit – 8104483717

In case of any ragging incident, the students may immediately contact and bring it to the notice of above helpline numbers for necessary help, guidance and actions.



Asst. Prof. Mr. Krishnakant Pandey

(Convenor)

Anti-Ragging Committee

**Date: 29th April,2022**

**ANTI-RAGGING COMMITTEE**

The Anti-Ragging Committee of University of Mumbai under the UGC Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009 under section 26(1) (g) of the University

Grants Commission Act, 1956, has been actively operative in Chandrabhan Sharma college. Chandrabhan Sharma College has constituted an anti-ragging cell in accordance with Maharashtra

Prohibition of Ragging Act 1999 prohibiting any kind of ragging in the Institution. The College has set up an anti-ragging committee.

As per the committee report there is no ragging case registered within and outside the college during 2022-23

Principal: Dr. Pratima Singh

Members: Prof. KrishnakantPandey( Convenor)

Prof. ShushmitaRajpurohit

**Minutes of the Meeting:**

1. Awareness of Anti - ragging committee at Chandrabhan Sharma College done by putting committee List on the notice board.
2. Email Id is created for the same for registering any complaint.
3. Awareness and Prevention program of ragging for students is to be conducted
4. Any issue related to ragging in the campus. - The Committee noted that no complaint has been received from any student.
5. The meeting was concluded at 2 PM hours with a Vote of thanks by Asst. Prof. SushmitaRajpurohit in the presence ofConvenor, Anti Ragging Committee.



Asst. Prof. Mr. KrishnakantPandey

(Convenor)

Anti-Ragging Committee

**Date: 25th August,2022**

### **ANTI-RAGGING COMMITTEE**

Report: Anti-Ragging Awareness campaign organized by Anti-Ragging Committee

Anti-Ragging Committee of Chandrabhan Sharma College organized an Anti-Ragging awareness campaign. It was an excellent session conducted by Prof. KrishnakantPandey and Prof. SushmitaRajpurohit. There was a great Participation by students, more than 150 students participated in the session.

As ragging has become a menace, a cause of fear and shock for fresher's in the college. it led to new laws that curb ragging. The 'Anti-Ragging Awareness Programme' aimed at making students aware of the laws of the country and the punishments according to UGC



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(Convenor)  
Anti-Ragging Committee

**Anti- Ragging Club**

**Members of Anti- Ragging Club:-**

<b><u>Sr No.</u></b>	<b><u>Name</u></b>	<b><u>Position</u></b>
1	Dr. Pratima Singh	Chairperson
2	Prof. KrishnakantPandey	Convenor
3	Prof. UmeshKabadi	Coordinator
4	Prof. ManaliNaik	Coordinator
5	Prof. SandeepVishwakarma	Coordinator
6	Prof. Tushar Shah	Coordinator
7	Prof. SharletBhaskar	Coordinator
8	Prof. Ravi Vishwakarma	Coordinator
9	Prof. NileshShukla	Coordinator
10	Prof. SushmitaRajpurohit	Coordinator
11	Mr. Deepak Salvi	Member
12	Mr. ShreyasLingsur	Student Representative
13	ShridharGaonkar	Student Representative
14	NidheeDalvi	Student Representative
15	RitikaAbey	Student Representative
16	KishanParmar	Student Representative



Asst. Prof. Mr. Krishnakant Pandey  
(Convenor)  
Anti-Ragging Committee

## GRIEVANCE REDRESSAL CELL

### ANNUAL REPORT 2022-23

#### SUMMARY

An summary of the grievance redressal cell's operations at Chandrabhan Sharma College for the academic year 2022–23 is provided in this annual report. We are happy to inform that no complaints were filed during this time, highlighting the success of our proactive approaches to resolving issues and maintaining a positive college atmosphere. The actions taken to keep a complaint-free campus are highlighted in this report.

#### INTRODUCTION

Describe the Grievance Redressal Cell's role and objective. Briefly describe the college, its dedication to student welfare, and the role an efficient grievance procedure plays in upholding a positive learning environment.

#### GRIEVANCE REDRESSAL CELL STRUCTURE AND FUNCTIONS:

Describe the make-up and responsibilities of the members of the grievance redressal cell. Describe the cell's mission, responsibilities, and legal standing with regard to resolving student complaints and fostering a fulfilling college experience. Draw attention to the preventative steps taken to stop complaints and promote open dialogue.

#### GRIEVANCE REDRESSAL PROCESS

Explain the cell's grievance resolution procedure, even in the absence of any official complaints. Describe how the cell promotes a culture of openness, justice, and accountability and proactively resolves possible problems. Stress the value of efficient communication channels, ongoing student engagement projects, and feedback systems.

#### GRIEVANCE REDRESSAL STATISTICS

Provide an overview of the absence of complaints during the reporting period. Include the following information:

- a) Number of formal complaints received - **Zero**
- b) Categories/types of grievances - **N/A**
- c) Measures taken to prevent grievances, such as - **orientation programs, counseling services, and awareness campaigns**

#### CONCLUSION

- Throughout the academic year 2022–23, the Grievance Redressal Cell was essential in preserving a complaint-free and peaceful campus atmosphere. We are pleased to inform that

no complaints were received throughout the reporting period thanks to our preventive initiatives, efficient communication methods, and commitment to student welfare.

- The lack of complaints is evidence of the effectiveness of our grievance resolution procedure, which places a strong emphasis on prevention, open communication, and transparency. By putting in place strategies like orientation programmes, counselling services, and awareness campaigns, we have created a culture that motivates students to voice their issues right away and seek resolving in a helpful way.



Asst. Prof. Mr. Krishnakant Pandey  
(Convenor)  
Anti-Ragging Committee

Anti Ragging Club 2022-23  
Students Profile

Sr No.	Name	Class
1	ShreyasLingsur	TYBCOM
2	ShridharGaonkar	TYBCOM
3	NidheeDalvi	TYBMS
4	RitikaAbey	SYBMS
5	KishanParmar	TYBMS



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(Convenor)  
Anti-Ragging Committee