



NURTURING POTENTIAL

SAKET GYANPEETH'S SAKET COLLEGE OF ARTS, SCIENCE & COMMERCE

(Un-Aided, Hindi Linguistic Minority Institution)

(Permanently Affiliated to University of Mumbai)

(NAAC Accrediated "B" Grade)

Date:-19/07/2023

NOTICE

The meeting of Internal Complaint Committee will be held on Tuesday, 27th June 2023 at 02.00 PM in NAAC Room, College building.

All the members are requested to attend the meeting positively.

Agenda of the meeting:

1. A warm welcome and presentation of agenda.
2. To discuss regarding awareness of Sexual Harassment in the Premises.
3. Work distribution




Prof. (Dr) Vasant D Barhate


Principal


SAKET COLLEGE
OF ARTS, SCIENCE & COMMERCE
CHINCHPADA ROAD,
KALYAN (E)-421306.
DIST.THANE

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 Saket Vidyanagari Marg, Kalyan East, Dist. Thane (MAH), INDIA - 421 306.

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 7208020258 / 7208020259 | 0251-2251500 / 2250951

Internal Complaint Committee/Anti-Sexual Harassment Committee

Academic Year 2023-2024

Minutes of the meeting

The Internal Complaint Committee meeting was held on Tuesday, 27th June 2023 at 2.00 pm in NAAC Room, College building.

The meeting was chaired by Asst. Prof Pooja Sajin.

Following members were present:

Sr. No	Name of members	Designation	Status
1.	Mrs. Pooja Sajin	Asst.Professor	Chairperson
2.	Mr. Sudarshan Patil	Non-Government Organisation Representative	Member
3.	Mr. Jatin Chauhan	Asst.Professor	Member
4.	Ms. Shivani Pipalwa	Asst.Professor	Member
5.	Ms. Sheetal Kadam	Non teaching Staff	Member
6.	Mr. Mahesh Varma	Non teaching Staff	Member
7.	Miss Ranjana Sawant	Girl Student	Member
8.	Miss Priya Botla	Girl Student	Member
9.	Master Sushil Yadav	Boy Student	Member

Agenda of the meeting:

1. A warm welcome and presentation of agenda.
2. Discussion regarding awareness of Sexual Harassment in the Premises.
3. Work distribution.

The Meeting was opened by Asst. Prof Mrs. Pooja Sajin and gave an overview and purpose of the meeting to all members.

The agenda was taken for discussion itemwise.

Item 1: A warm welcome and presentation of agenda.

Discription:

The Chairperson welcomed and introduced all the new members to the committee. Information was provided to the members about the framework and working of ICC Committee.



Item 2: Discussion regarding awareness of Sexual Harassment in the Premises.

Description:

The chairperson discussed with the committee members that students to be made aware about functioning and policies of Internal Complaints Committee/ Anti Sexual Harassment Committee. The chairperson also suggested that session on awareness of sexual harassment should be conducted and the students should be made aware about the same.

Resolution:

All the members agreed to make the students aware about functioning of ICC & also to conduct Orientation session for awareness of sexual harassment of students

Item 3: Work distribution.

Description:

It was discussed by the chairperson about the work distribution of activities conducted by ICC Committee and work was assigned as follows:


Name of the member	Work allotted
Ms Shivani Pipalwa Mr Jatin Chauhan	Minutes and ATR
Ms. Sheetal Kadam	Notice and Banner
Ms Shivani Pipalwa	Winner's Notice
Mr Jatin Chauhan	Report
Mrs. Pooja Sajin	Guest Invitation , Appreciation & Hospitality.
Student member	Feedback link and volunteer activities.

Resolution: All the members were satisfied & accepted the work distributed to them.


Item 4: Any other items for discussion with the permission of the chair.

Description:

The members did not raise any queries and there were no additional items to discuss, the meeting ended with a vote of thanks to the chair.


Prepared By
Asst. Prof Pooja Sajin
Committee Chairperson




Approved By
Prof.(Dr) Vasant Barhate
Principal
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CHINCHPADA ROAD,
KALYAN (E)-421306,
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Internal Complaint Committee/Anti-Sexual Harassment Committee

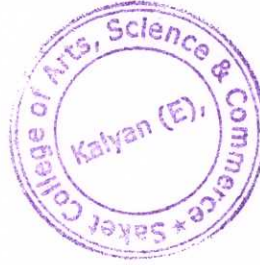
Action Taken Report

Action Taken Report on the minutes of the meeting of the Internal Complaint Committee held on Tuesday, 27th June 2023 in the NAAC room.

Item	Resolution	Action taken
Discussion regarding awareness of Sexual Harassment in the Premises.	All the members agreed to make the students aware about functioning of ICC & also to conduct Orientation session for awareness of sexual harassment of students	Orientation Session was conducted on 19 th August 2023 & the students were made aware about the functioning of ICC & about sexual harassment.
Work distribution.	All the members were satisfied & accepted the work distributed to them.	Work done follow up taken by Chairperson of Committee on regular basis.



Prepared By
Asst. Prof Pooja Sajin
Committee Chairperson



Approved By
Prof Dr. Vasant Barhate
Principal
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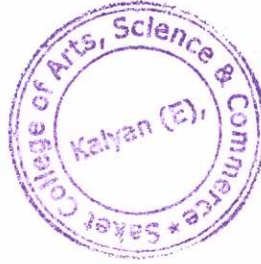
NOTICE

The meeting of Internal Complaint Committee will be held on Saturday, 6th January 2024 at 12.00 pm in NAAC Room, College building.

All the members are requested to attend the meeting positively.

Agenda of the meeting:

1. Discussion regarding the reconstitution of committee.
2. Discussion regarding the Complaints of Sexual Harassment received, if any.
3. Any other item with the permission of the chair.



V. Barhate

Prof. (Dr) Vasant D Barhate

Principal

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Internal Complaint Committee/Anti-Sexual Harassment Committee

Academic Year 2023-2024

Minutes of the meeting

The Internal Complaint Committee meeting was held on Saturday, 6th January 2024 at 12.00 pm in NAAC Room, College building.

The meeting was chaired by Asst. Prof Pooja Sajin.

Following members were present:

Sr. No	Name of members	Designation	Status
1.	Mrs. Pooja Sajin	Asst.Professor,	Chairperson
2.	Mr. Sudarshan Patil	Non-Government Organisation Representative	Member
3.	Mr. Jatin Chauhan	Asst.Professor	Member
4.	Ms. Shivani Pipalwa	Asst.Professor	Member
5.	Ms. Sheetal Kadam	Non teaching Staff	Member
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9.	Master Sushil Yadav	Boy Student	Member

Agenda of the meeting:

1. Discussion regarding the reconstitution of committee.
2. Discussion regarding the Complaints of Sexual Harassment received, if any.
3. Any other item with the permission of the chair.

The Meeting was opened by Asst. Prof Mrs. Pooja Sajin and gave an overview and purpose of the meeting to all members.

The agenda was taken for discussion itemwise.

Item 1: Discussion regarding the reconstitution of committee.

Discussion:

The Chairperson informed the Committee Members that Ms. Sheetal Kadam a Non-Teaching Staff member has resigned from the institute. The Chairperson introduced Ms. Sayali Vichare as the new member of ICC.



Resolution:

It was resolved that the Ms. Sayali Vichare will be replacing Ms. Sheetal Kadam as the Committee member.

Item 2: Discussion regarding the Complaints of Sexual Harassment received, if any.

Discussion:

Chairperson inform the member till date No-Complaints registered by Students and the Staff regarding Sexual Harassment.

Resolution:

All the members appreciated the work of ICC Committee.

Item 3: Any other item with the permission of the chair.

There were no other matters to discuss and the meeting ended with the vote of thanks to the Chair.



Prepared By
Asst. Prof Pooja Sajin
Committee Chairperson




Approved By
Prof. Dr. Vasant D. Barhate
Principal
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Internal Complaint Committee/Anti-Sexual Harassment Committee

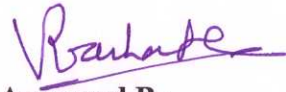
Action Taken Report

Action Taken Report on the minutes of the meeting of the Internal Complaint Committee held on Saturday, 6th January 2024 in the NAAC room.

Item	Resolution	Action taken
Discussion regarding the reconstitution of committee.	Resolved that Ms. Sayali Vichare will be the new member following the resignation of Ms. Sheetal Kadam.	The Committee was reconstituted accordingly.


Prepared By
Asst. Prof Pooja Sajin
Committee Chairperson




Approved By
Prof. Dr. Vasant D. Barhate
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