

MINUTES OF THE MEETING



MINUTES OF THE INTERNAL COMPLAINTS COMMITTEE MEETING HELD DURING THE YEAR 2023-24

Date: 22.08.2024

Time: 1.30 PM

Venue: Seminar Room

Members Present:

1. Dr. Naveen Kumar C.M - Chairperson, IQAC
2. Dr. Saravanan M.P - Coordinator, IQAC
3. Dr. Archana Ambekar, HoD, Department of Commerce (PG)
4. Prof. Pushpa N, HoD, Department of Commerce (UG)
5. Prof. Paramesha C, HoD, Department of Management
6. Prof. Prathima S, Faculty, Department of Computer Science

The principal welcomed the members and the following agenda items were taken up for discussion:

Agenda 1:

Confirmation of the minutes of the previous meeting held on 24th August 2023. There were no suggestions/observations that were received from the minutes of the previous meeting. The members present confirmed the same.

Agenda 2: Action taken Report:

Follow-up was done regarding display of posters on prevention of sexual harassment. And a follow-up was also made regarding any students found violating the rules and regulations of the www.jaincollege.ac.in

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institution. Follow up of the certification programs for students on prevention of sexual harassment was also made.

Agenda 3: Discussion Items:

The members present in the meeting suggested organizing a two-day workshop on "Gender Equality-soul of liberty" to highlight the journey of women from womb to tomb.

It was also discussed to take necessary action against the students if any are found violating the rules and regulations of the institution.

The meeting concluded with a vote of thanks by Dr.Saravanan , faculty coordinator of the committee.

He thanked everyone for their active participation in the discussion.



Coordinator
Internal Complaint Committee



Principal
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**MINUTES OF THE INTERNAL COMPLAINTS COMMITTEE MEETING HELD DURING
THE YEAR 2023-24**

Date: 20.12.2024

Time: 2:30 PM

Venue: Seminar Room

Members Present:

1. Dr. Naveen Kumar C.M - Chairperson, IQAC
2. Dr. Saravanan M.P - Coordinator, IQAC
3. Dr. Archana Ambekar - HoD, Department of Commerce (PG)
4. Prof. Pushpa N - HoD, Department of Commerce (UG)
5. Prof. Paramesha C - HoD, Department of Management
6. Prof. Prathima S - Faculty, Department of Computer Science

The meeting was called to order by the Chairperson, Dr. Naveen Kumar C.M, who welcomed all members. The following agenda items were discussed:

Agenda 1: Confirmation of the Minutes of the Previous Meeting

The minutes of the previous meeting held on 22nd August 2024 were reviewed. There were no comments or observations, and the members confirmed the minutes as recorded.

Agenda 2: Action Taken Report

Workshops and Certification Programs: Follow-up was conducted on the organization of certification programs related to the prevention of sexual harassment. Positive feedback was received from participants who attended the sessions.

Rule Enforcement: Measures were strengthened to monitor and address violations of institutional rules and regulations by students. Efforts were acknowledged to ensure compliance.

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Agenda 3: Discussion Items

Awareness Campaign:

Members proposed initiating a monthly awareness campaign to educate students and staff on maintaining a safe and inclusive campus environment. These campaigns could include poster displays, discussions, and student interaction sessions.

Student Code of Conduct:

It was agreed to introduce more stringent measures to address cases where students are found violating the institution's code of conduct. Members emphasized the importance of conducting awareness programs before enforcing disciplinary actions.

Future Workshops:

The committee discussed the need to organize a three-day seminar on "Empowering Voices: Advocating Equality and Dignity" to deepen discussions on gender sensitivity and inclusivity.

Conclusion:

The meeting concluded with a vote of thanks by Dr. Saravanan M.P, the Faculty Coordinator of the committee. He expressed gratitude to all members for their active participation and valuable suggestions.


Coordinator

Internal Complaint Committee


Principal

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