



SRI DHARMASTHALA MANJUNATHESHWARA COLLEGE, UJIRE – 574 240

(Autonomous)

(Re-Accredited by NAAC at 'A' Grade with CGPA 3.61 out of 4)

DAKSHINA KANNADA, KARNATAKA STATE

**Proceedings of Women Grievance Redressal Cell And Internal Complaint
Committee Meeting**

Date: 28-06-2018.

Time: 4.15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2018-19/ 1 / 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2018-19/ 1 / 2	UGC guidelines on women grievances and sexual harassment
SDMC/WGRC & ICC/2018-19/ 1 / 3	Any other matter

Members Present:

Sl.No	Name and address	Designation
1.	Dr. Shalip Kumari, Associate Professor, Dept. of Political Science, SDM College, Ujire.	Chairperson
2.	Ms. Malini., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator
3.	Ms. Fathima Safira, Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Member
4.	Ms. Vanitha, Office Staff, SDM College, Ujire.	Member

5	Mr. Yuvaraj Poovani, Office Superintendent SDM College, Ujire.	Member	
6	Ms. Asha Kiran, Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member	
7	Ms. Namitha Jois, III B.Com., SDM College, Ujire.	Student Member	Namitha
8	Ms. Shambhavi, II M.Com, SDM College, Ujire.	Student Member	Shambhavi

Members Not Present:

Sl.No	Name and address	Designation
1.	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member

The Chairperson welcomed the members and placed the agenda before the members for deliberations. The deliberations are as given below.

SDMC/WGRC & ICC/2018-19/ 1 / 1: Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting and action taken report. The agenda was approved by the members.

SDMC/WGRC & ICC/2018-19/ 1 / 2: UGC guidelines on women grievances and sexual harassment

Discussed on confirmation/adoption of UGC guidelines on women grievances and sexual harassment in the educational institutions. As it was the first meeting of the academic year 2018-19, the chairperson welcomed suggestions from all the members to make it effective and resolved

- (i) To develop a proper guidelines and norms for a policy against sexual harassment to the girl student of the college, and
- (ii) To develop principles and procedures for combating sexual harassment.

The agenda was approved by the members.

SDMC/WGRC & ICC/2018-19/ 1 / 3: Any other matter

Committee members agreed to meet once in a month or earlier, in case of necessary situations.

The agenda was approved by the members

Meeting concluded with vote of thanks

Any matter related to internal complaints :

Complaints received : NIL

ATTESTED


PRINCIPAL
S.D.M.COLLEGE
UJIRE - 574240, D.K




Dr. Shalip Kumari
(Chairperson)



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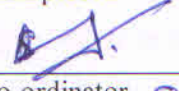
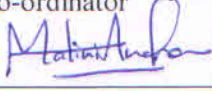
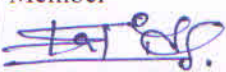
Date: 23-07-2018.

Time: 4.15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2018-19/ 2 / 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2018-19/ 2 / 2	Importance of Women Grievance Redressal cell and ICC
SDMC/WGRC & ICC/2018-19/ 2 / 3	Any other matter

Members Present:

Sl.No	Name and address	Designation
1.	Dr. Shalip Kumari, Associate Professor, Dept. of Political Science, SDM College, Ujire.	Chairperson 
2.	Ms. Malini., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator 
3.	Ms. Fathima Safira, Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Member 

4	Ms. Asha Kiran, Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member <i>Nsika</i>
5	Mr. Yuvaraj Poovani, Office Superintendent SDM College, Ujire.	Member <i>[Signature]</i>
6	Ms. Vanitha, Office Staff, SDM College, Ujire.	Member
7	Ms. Namitha Jois III B.Com., SDM College, Ujire.	Student Member <i>Shobha N Gowda</i>
8.	Ms. Shambhavi II M.A. English, SDM College, Ujire.	Student Member <i>Shankaraj</i>

Members Not Present:

Sl.No	Name and address	Designation
1.	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member

The Chairperson welcomed the members and placed the agenda before the members for deliberations. The deliberations are as given below.

SDMC/WGRC & ICC/2018-19/ 2 / 1: Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting and action taken report. The following actions were taken based on the suggestions given by the members.

Suggestion 1

- (i) To develop a proper guidelines and norms for a policy against sexual harassment to the girl student of the college, and
- (ii) To develop principles and procedures for combating sexual harassment.

Action Taken

Formulated proper guidelines, norms for a policy against sexual harassment and procedure for combating sexual harassment.

SDMC/WGRC & ICC/2018-19/ 2 / 2: Importance of Women Grievance Redressal cell and ICC

Importance of Women Grievance Redressal cell and ICC in the campus and responsibility of committee members to contribute to the cause were discussed. Members of the committee felt that Dos and Don'ts need to be displayed in the premises of the campus in order to sensitise towards maintaining discipline.

Decided to sensitized the students about the existing act on Prevention, Prohibition and Redressal of Sexual harassment by displaying information through notice board.

The agenda was approved by the members.

SDMC/WGRC & ICC/2018-19/ 2 / 3: Any other matter

It was decided to keep a complaint Drop box in the ladies room.

The agenda was approved by the members

Meeting concluded with vote of thanks

Any matter related to internal complaints :

Complaints received : NIL

ATTESTED


PRINCIPAL
S.D.M.COLLEGE
UJIRE - 574240, D.K




Dr. Shalip Kumari
(Chairperson)



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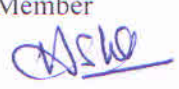
Date: 16 - 8 -2018.

Time: 4.15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2018-19/ 3 / 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2018-19/ 3/ 2	Duties and Responsibilities of the committee
SDMC/WGRC & ICC/2018-19/ 3/ 3	Plan of action for the academic year 2018-19
SDMC/WGRC & ICC/2018-19/ 3 / 4	Any other matter

Members Present:

Sl.No	Name and address	Designation
1.	Dr. Shalip Kumari, Associate Professor, Dept. of Political Science, SDM College, Ujire.	Chairperson 
2.	Ms.Malini., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator 
3.	Ms. Asha Kiran, Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member 

4.	Ms. Fathima Safira, Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Member <i>[Signature]</i>
5.	Ms. Vanitha, Office Staff, SDM College, Ujire.	Member <i>V. Shetty</i>
6	Ms. Namitha Jois, III B.Com., SDM College, Ujire.	Student Member <i>Namitha</i>

Members Not Present:

Sl.No	Name and address	Designation
1.	Mr. Yuvaraj Poovani, Office Superintendent SDM College, Ujire.	Member
2	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member
3	Ms. Shambhavi II M.A. English, SDM College, Ujire.	Student Member

The Chairperson welcomed the members and placed the agenda before the members for deliberations. The deliberations are as given below.

SDMC/WGRC & ICC/2018-19/ 3 / 1 Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting and action taken report. The following actions were taken based on the suggestions given by the members.

Suggestion 1

Students must be sensitized about the existing act on Prevention, Prohibition and Redressal of Sexual harassment by displaying information through notice board.

Action Taken

Displayed the information on the notice board.

Suggestion 2

A complaint drop box must be placed in the ladies room

Action Taken

Placed a complaint drop box

SDMC/WGRC & ICC/2018-19/ 3 / 2 Duties and Responsibilities of the committee

Distribution of duties and responsibilities to each of the committee members were discussed in detail.

The agenda was approved by the members.

SDMC/WGRC & ICC/2018-19/ 3 / 3 Plan of action for the academic year 2018-19

Plan of action for the academic year 2018-19 was discussed and finalised. It was emphasised that by placing banners/notices in the campus, awareness about the committee can be created.

The agenda was approved by the members

SDMC/WGRC & ICC/2018-19/ 3 / 4 : Any other matter


Orientation to the female students and working women were discussed in any other matter.

Meeting concluded with vote of thanks

Any matter related to internal complaints :

Complaints received : NIL

ATTESTED


PRINCIPAL
S.D.M.COLLEGE
UJIRE - 574240, D.K




Dr. Shatip Kumari
(Chairperson)



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DAKSHINA KANNADA, KARNATAKA STATE

**Proceedings of Women Grievance Redressal Cell And Internal Complaint
Committee Meeting**

Date: 10-9-2018

Time: 4.15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2018-19/ 4 / 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2018-19/ 4/ 2	Orientation to female student representatives of all classes and women faculty
SDMC/WGRC & ICC/2018-19/ 4/ 3	Guidance to female representatives
SDMC/WGRC & ICC/2018-19/ 4/ 4	Any other matter

Members Present:

Sl.No	Name and address	Designation
1.	Dr. Shalip Kumari, Associate Professor, Dept. of Political Science, SDM College, Ujire.	Chairperson
2.	Ms. Malini., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator
3.	Ms. Asha Kiran, Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member

4.	Ms. Fathima Safira, Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Member <i>[Signature]</i>
5.	Ms. Vanitha, Office Staff, SDM College, Ujire.	Member <i>[Signature]</i>
6	Ms. Namitha Jois, III B.Com., SDM College, Ujire.	Student Member <i>[Signature]</i>

Members Not Present:

Sl.No	Name and address	Designation
1.	Mr. Yuvaraj Poovani, Office Superintendent SDM College, Ujire.	Member
2	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member
3.	Ms. Shambhavi II M.A. English, SDM College, Ujire.	Student Member

The Chairperson welcomed the members and placed the agenda before the members for deliberations. The deliberations are as given below.

SDMC/WGRC & ICC/2018-19/ 4 / 1: Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting and action taken report. The following actions were taken based on the suggestions given by the members.

Suggestion 1

To display the information about the committee through banners/notices

Action Taken

Displayed the information about the committee through notice.

SDMC/WGRC & ICC/2018-19/ 4 / 2: Orientation to female student representatives of all classes and women faculty

Members of the committee spoke about health tips, hygiene, nutrients and general health for women faculty and female representatives. Female student representatives advised to impart the message in their peer group regarding the health tips and hygiene and home remedies—student members to take the charge.

The agenda was approved by the members.

SDMC/WGRC & ICC/2018-19/ 4 / 3: Guidance to female representatives

The coordinator of the committee shared her knowledge towards home remedies for some common problems faced by female students

SDMC/WGRC & ICC/2018-19/ 4 / 4: Any other matter

Seek the help of class mentors to discuss some issues related to students.

The agenda was approved by the members

Meeting concluded with vote of thanks •

Any matter related to internal complaints :

Complaints received : NIL

ATTESTED


PRINCIPAL
S.D.M.COLLEGE
UJIRE - 574240, D.K




Dr. Shalip Kumari
(Chairperson)



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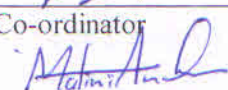

Date: 1 -12 -2018

Time: 4.15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2018-19/ 5 / 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2018-19// 5 / 2	Legal awareness programme by an Advocate
SDMC/WGRC & ICC/2018-19// 5 / 3	Any other matter

Members Present:

Sl.No	Name and address	Designation
1.	Dr. Shalip Kumari, Associate Professor, Dept. of Political Science, SDM College, Ujire.	Chairperson 
2.	Ms. Malini., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator 
3.	Ms. Asha Kiran, Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member 

4.	Ms. Shubharani Dept. of English, SDM College, Ujire.	Member	<i>Shubh</i>
5.	Ms. Vanitha, Office Staff, SDM College, Ujire.	Member	<i>Vshetty</i>

Members Not Present:

Sl.No	Name and address	Designation
1.	Mr. Yuvaraj Poovani, Office Superintendent SDM College, Ujire.	Member
2	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member
3.	Ms. Namitha Joisi, III B.Com., SDM College, Ujire.	Student Member
4	Ms. Shambhavi, II M.A. English, SDM College, Ujire.	Student Member

The Chairperson welcomed the members and placed the agenda before the members for deliberations. The deliberations are as given below.

SDMC/WGRC & ICC/2018-19/ 5/ 1 : Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting and action taken report. The following actions were taken based on the suggestions given by the members.

Suggestion 1

Female student representatives to impart the message in their peer group regarding the health tips and hygiene and home remedies—student members to take the charge.

Action Taken

Student member of the committee successfully completed the task assigned.

Suggestion 2

Seek the help of class mentors to discuss some issues related to students.

Action Taken

Mentors agreed to discuss some issues related to students

SDMC/WGRC & ICC/2018-19// 5/ 2: Legal awareness programme by an Advocate

Discussed about organizing a legal awareness programme to students in collaboration with WDC by an advocate Ms. Swarnalatha.

The agenda was approved by the members.

SDMC/WGRC & ICC/2018-19// 5/ 3: Any other matter

Student members of the committee gave many suggestions to implement the plan of action in any other matter

The agenda was approved by the members

Meeting concluded with vote of thanks .


Any matter related to internal complaints :

Complaints received : NIL

ATTESTED


PRINCIPAL
S.D.M.COLLEGE
UJIRE - 574240, D.K




Dr. Shalip Kumari
(Chairperson)



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DAKSHINA KANNADA, KARNATAKA STATE

**Proceedings of Women Grievance Redressal Cell And Internal Complaint
Committee Meeting**




Date: 16-1-2019.

Time: 4.15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2018-19/ / 6 / 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2018-19/ / 6 / 2	Awareness programme
SDMC/WGRC & ICC/2018-19/ / 6 / 3	Any other matter

Members Present:

Sl.No	Name and address	Designation
1.	Dr. Shalip Kumari, Associate Professor, Dept. of Political Science, SDM College, Ujire.	Chairperson 
2.	Ms. Malini., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator 
3.	Ms. Fathima Safira, Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Member 

4.	Ms. Vanitha, Office Staff, SDM College, Ujire.	Member <i>Ujire</i>
5	Ms. Namitha Jois, III B.Com., SDM College, Ujire.	Student Member <i>Ujire</i>

Members Not Present:

Sl.No	Name and address	Designation
1.	Mr. Yuvaraj Poovani, Office Superintendent, SDM College, Ujire.	Member
2	Ms. Asha Kiran, Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member
3.	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member
4	Ms. Shambhavi, II M.A. English, SDM College, Ujire.	Student Member

The Chairperson welcomed the members and placed the agenda before the members for deliberations. The deliberations are as given below.

SDMC/WGRC & ICC/2018-19/ / 6/ 1 : Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting and action taken report. The following actions were taken based on the suggestions given by the members.

Suggestion 1

To conduct programme on legal awareness in collaboration with WDC on December 3rd 2018.

Action Taken

A programme on legal awareness in collaboration with WDC was conducted

SDMC/WGRC & ICC/2018-19/ 6/ 2: Awareness programme

Discussed to organize awareness programme in the month of February by inviting Nodal officer of ICC, Mangalore University and noted suggestions from the members of the committee to make the programme a successful one.

The agenda was approved by the members.

SDMC/WGRC & ICC/2018-19/ 6/ / 3: Any other matter

Discussed to seek the help of class mentors to discuss on merits and demerits of social media like facebook, tiktok etc among the mentees, under any other matter

The agenda was approved by the members

Meeting concluded with vote of thanks

Any matter related to internal complaints :

Complaints received : NIL

ATTESTED


PRINCIPAL
S.D.M.COLLEGE
UJIRE, - 574240, D.K




Dr. Shalip Kumari
(Chairperson)



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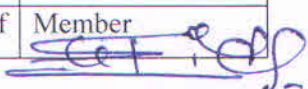
Date: 22-2-2019.

Time: 4.15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2018-19/ 7 / 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2018-19/ 7 / 2	Awareness programme on gender equality
SDMC/WGRC & ICC/2018-19/ 7 / 3	Any other matter

Members Present:

Sl.No	Name and address	Designation
1.	Dr. Shalip Kumari, Associate Professor, Dept. of Political Science, SDM College, Ujire.	Chairperson 
2.	Ms. Malini., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator 
3.	Ms. Asha Kiran, Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member 
4.	Ms. Fathima Safira, Assistant Professor, Dept. of	Member 

	Commerce, SDM College, Ujire.	
5.	Ms. Vanitha, Office Staff, SDM College, Ujire.	Member <i>Ushetty</i>
6	Ms. Namitha Jois, III B.Com., SDM College, Ujire.	Student Member <i>NC</i>

Members Not Present:

Sl.No	Name and address	Designation
1.	Mr. Yuvaraj Poovani, Office Superintendent SDM College, Ujire.	Member
2	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member
3.	Ms. Shambhavi, II M.A. English, SDM College, Ujire.	Student Member

The Chairperson welcomed the members and placed the agenda before the members for deliberations. The deliberations are as given below.

SDMC/WGRC & ICC/2018-19/ 7 / 1: Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting and action taken report.

The agenda was approved by the members.

SDMC/WGRC & ICC2018-19/ 7 / 2: Awareness programme on gender equality

Discussed to hold programme to sensitise the students on gender equality, removal of gender bias or discrimination, sexual harassment and other acts of gender based violence and educate girl students about their safety and security

The agenda was approved by the members.

SDMC/WGRC & ICC/2018-19/ 7 / 3: Any other matter

Under any other matter, chairperson informed the members of the committee that, due to non availability of resource person, proposed programme postponed to later dates

The agenda was approved by the members

Meeting concluded with vote of thanks

Any matter related to internal complaints :

Complaints received : NIL

ATTESTED


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Dr. Shalip Kumari
(Chairperson)



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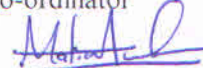

Date: 19-3-2019.


Time: 4.15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2018-19/ 8 / 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2018-19/ 8 / 2	Schedule of the programme to be conducted
SDMC/WGRC & ICC/2018-19/ 8/ 3	Allotment of responsibilities on the conduct of awareness programme on gender equality
SDMC/WGRC & ICC/2018-19/ 8/ 4	Any other matter

Members Present:

Sl.No	Name and address	Designation
1.	Dr. Shalip Kumari, Associate Professor, Dept. of Political Science, SDM College, Ujire.	Chairperson 
2.	Ms.Malini., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator 
3.	Ms. Asha Kiran, Assistant Professor, Dept. of Computer	Member 

	Science, SDM College, Ujire.	
4.	Ms. Fathima Safira, Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Member 
5.	Ms. Vanitha, Office Staff, SDM College, Ujire.	Member
6	Ms. Namitha Jois, III B.Com., SDM College, Ujire.	Student Member

Ujire Hg
Namitha

Members Not Present:

Sl.No	Name and address	Designation
1.	Mr. Yuvaraj Poovani, Office Superintendent, SDM College, Ujire.	Member
2	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member
3.	Ms. shambhavi, II M.Com, SDM College, Ujire.	Student Member

The Chairperson welcomed the members and placed the agenda before the members for deliberations. The deliberations are as given below.

SDMC/WGRC & ICC/2018-19/ 8 / 1: Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting and action taken report. The following actions were taken based on the suggestions given by the members.

Suggestion 1

To hold a programme to promote measures aimed at achieving gender equality, priority to be given to safety and security to the girl students by educating them in this regard.

Action Taken

Scheduled to hold a programme regarding the suggestion given, 'on 22nd March 2019.

SDMC/WGRC & ICC/2018-19/ 8 / 2: Schedule of the programme to be conducted

It was decided to organise the awareness programme on 'Gender equality in learning spaces by Dr. Monika Sadananda, Nodal officer of I.C.C., Mangalore University, Mangalagangothri and will scheduled on 22/3/2019.

The agenda was approved by the members.

SDMC/WGRC & ICC/2018-19/ 8/ 3 :Allotment of responsibilities on the conduct of awareness programme on gender equality

The following committees were framed to organize the programme
Programme committee – Ms. Malini Anchan and Ms. Namitha Jois
Stage committee - Ms. Mamatha Rao and Ms. Shambhavi Shetty
Refreshemnt – Ms. Vanitha
Guest incharge – Mr. Yuvaraj Poovani
Overall – Dr. Shalip Kumari
The agenda was approved by the members

SDMC/WGRC & ICC/2018-19/ 8/ 4 :Any other matter

Instructions given by the principal relating to the programme were conveyed to the members. Programme agenda, requirements, budget etc. discussed in detail.

The agenda was approved by the members

Meeting concluded with vote of thanks

Any matter related to internal complaints :

Complaints received : NIL

ATTESTED


PRINCIPAL
S.D.M.COLLEGE
UJIRE - 574240, D.K




Dr. Shalip Kumari
(Chairperson)