

**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: 31/10/2022

Time: 4-15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2022-23/ 1 / 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2022-23/ 1 / 2	Plan of action for the year 2022-23
SDMC/WGRC & ICC/2022-23/ 1 / 3	Formation of group of female representatives
SDMC/WGRC & ICC/2022-23/ 1 / 4	Any other matter

**Members Present:**

Sl.No	Names and address	Designation
1.	Dr. Savitha Kumari, Assistant Professor, Dept. of Statistics, SDM College, Ujire.	Chairperson 
2.	Ms. Vinutha D. M., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator 
3.	Ms. Deepa R.P. Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member 
4.	Ms. Fathima Safira, Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Member 
5	Ms. Ganavi, Research scholar, SDM College, Ujire.	Member 
	Ms. Ganavi, Research scholar, SDM College, Ujire.	Member
6	Mr. Yuvaraj Poovani, Office Superintendent SDM College, Ujire.	Member 

### Members Not Present:

Sl.No	Names and address	Designation
1.	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member
2	Dr. Chitra B.C, Assistant Professor, Dept. of MSW, SDM College, Ujire.	Member
3	Dr. Dhaneshwari, Assistant Professor, Dept. of MSW, SDM College, Ujire.	Member
4	Ms. Hemalatha, Office staff, SDM College, Ujire	Member

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

### **SDMC/WGRC & ICC/2021-22/ 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**

Sharing of photographs related to the programmes conducted and any other information to be included in the annual report to the chairperson.

#### **Action Taken**

Submitted the Annual report to the Principal by including all the reports of activities conducted during 2021-22 with photographs

### **SDMC/WGRC & ICC/2022-23/ 1/ 2: Plan of action for the year 2022-23**

Plan of action for the academic year was discussed briefly. Resolved to hold programmes such as

- (i) Orientation to selected student representatives about Women Grievance Redressal Cell and Internal Compliant committee
- (ii) An awareness talk on Importance of gender sensitization
- (iii) Awareness programme on Women and cybercrimes'
- (iv) Awareness programme on Women's health
- (v) Training programme on 'Self defence'



- (vi) Awareness programme on Human trafficking
- (vii) Role play competition on Violence against women
- (viii) Legal Awareness programme for girl students
- (ix) Yoga in Women's fitness

. The agenda was approved by the members.

**SDMC/WGRC & ICC/2022-23/ 1/ 3: Formation of group of female representatives**

It was resolved to continue the same student representatives group after removing passed out students and including I semester student representatives. . Then these students would coordinate their respective classes and convey the messages regarding the programmes conducted by the committee

The agenda was approved by the members.

**SDMC/WGRC & ICC/2022-23/ 1/ 4: Any other matter**

Committee discussed about inclusion of one non teaching staff as the earlier member going to leave the college before the superannuation.

Meeting was concluded with vote of thanks

**Any matter related to internal complaints :**

**Complaints received : NIL**

  
Dr. Savitha Kumari  
(Chairperson)

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DAKSHINA KANNADA, KARNATAKA STATE

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

Date: 21/11/2022

Time: 4-15 pm

Venue: Discussion room

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2022-23/ 2/ 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2022-23/ 2 / 2	Programme to be conducted in November
SDMC/WGRC & ICC/2022-23/ 2 / 3	Any other matter

**Members Present:**

Sl.No	Names and address	Designation
1.	Dr. Savitha Kumari, Assistant Professor, Dept. of Statistics, SDM College, Ujire.	Chairperson 
2.	Ms. Vinutha D. M., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator 
3.	Ms. Deepa R.P. Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member 
4.	Dr. Dhaneshwari, Assistant Professor, Dept. of MSW, SDM College, Ujire.	Member 
5	Ms. Hemalatha, Office staff, SDM College, Ujire	Member 
6	Mr. Yuvaraj Poovani, Office Superintendent SDM College, Ujire.	Member 

**Members Not Present:**

Sl.No	Names and address	Designation
1.	Ms Mamatha Rao, Director, HRD, SKDRDP, Dharmasthala	Member
2	Ms. Ganavi, Research scholar, SDM College, Ujire.	Member
3	Ms. Fathima Safeera, Assistant Professor, Dept. of Commerce, SDM College, Ujire	Member

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

**SDMC/WGRC & ICC/2022-23/ 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**

. Formation of group of female representatives including for I year students

**Action Taken**

I year girl student representatives included in the WGRC & ICC student group

**Suggestion 2**

Inclusion of non teaching staff in the group in place of a staff attaining superannuation

**Action Taken**

The committee members recommended Ms. Shashiprabha as new member of the committee

**SDMC/WGRC & ICC/2022-23/ 2/ 2: Programme to be conducted in November**

Orientation programme to selected student representatives about Women Grievance Redressal Cell and Internal Compliant committee was scheduled to be conducted by Dr. Dhaneshwari on 25<sup>th</sup> November, 2022. The chairperson requested members of the committee to attend the programme as well

. The agenda was approved by the members.

**SDMC/WGRC & ICC/2022-23/ 2/ 3: Any other matter**



The chairperson of the committee mentioned about best practice report from June 2022 onwards to be given as usual within few days

Meeting was concluded with vote of thanks

**Any matter related to internal complaints :**

**Complaints received : NIL**

  
Dr. Savitha Kumari  
(Chairperson)

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DAKSHINA KANNADA, KARNATAKA STATE

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

Date: 16/12/2022

Time: 4-15 pm

Venue: Statistics department

AGENDA NO.	AGENDA
SDMC/WGRC & ICC/2022-23/ 3/ 1	Reading the minutes of the previous meeting and action taken report
SDMC/WGRC & ICC/2022-23/ 3/ 2	NAAC Preparation
SDMC/WGRC & ICC/2022-23/ 3 / 3	Programme to be conducted in December
SDMC/WGRC & ICC/2022-23/ 3/ 4	Any other matter

**Members Present:**

Sl.No	Names and address	Designation
1.	Dr. Savitha Kumari, Assistant Professor, Dept. of Statistics, SDM College, Ujire.	Chairperson 
2.	Ms. Vinutha D. M., Assistant Professor, Dept. of Commerce, SDM College, Ujire.	Co-ordinator 
3.	Ms. Deepa R.P. Assistant Professor, Dept. of Computer Science, SDM College, Ujire.	Member 
4.	Ms. Fathima Safeera, Assistant Professor, Dept. of Commerce, SDM College, Ujire	Member 
5	Ms. Shashiprabha Office staff, SDM College, Ujire	Member 

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4	Mr. Yuvaraj Poovani, Office Superintendent SDM College, Ujire.	Member

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

**SDMC/WGRC & ICC/2022-23/ 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**

.The Orientation programme to selected student representatives about Women Grievance Redressal Cell and Internal Compliant committee

**Action Taken**

Conducted the orientation programme on 25<sup>th</sup> November, 2022

The agenda was approved by the members.

**SDMC/WGRC & ICC/2022-23/ 3/ 2: NAAC preparation**

The chairperson of the committee mentioned about the NAAC preparation to the members of the committee.

- (i) Annual reports of the committee for the last five years were kept ready for inspection and
- (ii) Meeting minutes were uploaded to EERPMS as well

**SDMC/WGRC & ICC/2022-23/ 3/ 3: Programme to be conducted in December**

An awareness talk on Gender equity scheduled to be held on 20<sup>th</sup> December 2022. The chairperson informed Ms. Deepa R. P, programme coordinator to involve the student



coordinators to the programme for stage setting and other related work and requested members of the committee to attend the programme as well

. The agenda was approved by the members.

**SDMC/WGRC & ICC/2022-23/ 3/ 4: Any other matter**

The Criterion chairperson Dr. Kumara Hegde suggested to conduct awareness programme about General Health to all female students of the college in the month of January and advised the members to take the responsibility of girls as and when they need help about their health in the college.

Members of the committee responded positively to hold the programme in near future.

Meeting was concluded with vote of thanks

**Any matter related to internal complaints :**

**Complaints received : NIL**

  
Dr. Savitha Kumari  
(Chairperson)