



RCSS
RAJAGIRI COLLEGE OF
SOCIAL SCIENCES
(AUTONOMOUS)

Rajagiri College of Social Sciences (Autonomous)

"College With Potential For Excellence"

(Affiliated to Mahatma Gandhi University)

NAAC Accreditation

Year 2000 at Five Star Level

Year 2007 at A⁺ Level

Year 2013 - at A Grade with CGPA of 3.70 on 4 point scale

INTERNAL QUALITY ASSURANCE CELL

GENDER EQUALITY CELL

INTERNAL COMPLAINTS COMMITTEE MEETING

Thursday, 16th, July, 2020

Venue : Board Room

Time : 2.30 p.m.

Agenda

Silent prayer

1. Welcome by the Chair, ICC
2. Self Introduction of the Newly constituted ICC
3. Reading out the minutes of the previous meeting held on 13th, Dec, 2019 & Action Taken upon the minutes
4. Brief orientation on the Responsibilities of the newly constituted ICC
5. Status of the Annual Reports 2019-2020
6. UGC (prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulations, 2015.
7. Workshops to be planned on awareness programmes against sexual harassment for the students and Teaching & Non Teaching staff..
8. Review of the efficacy and implementation of the Rajagiri Policy on Prevention and Prohibition of Sexual Harassment against the Employees and the Students, 2016.
9. Steps to be taken during the year 2020-2020
10. Vote of Thanks- Member Secretary, ICC



RAJAGIRI COLLEGE OF SOCIAL SCIENCES (AUTONOMOUS)

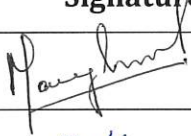
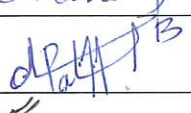
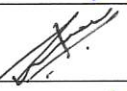
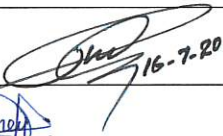

INTERNAL QUALITY ASSURANCE CELL (IQAC)


Internal Complaints Committee Meeting

Date: 16th July, 2020

Time: 2.30 p m

Venue: Conference Room, Carmel Block.

Sl.No.	Name	Designation	Signature
1.	Dr.Mary Venus Joseph	Co-ordinator IQAC	
2.	Adv.Teena Cherian	Founder President ,Jenika Foundation	Online
3.	Dr.Jaya Vijayan	Asst.Professor	Online
4.	Dr.Ann Baby	Asst.Professor	
5.	Prof.Riya Mary	Asst.Professor	
6.	Dr.Smitha Siji	Assoc.Prof	Online
7.	Dr.Minimol M C	Director,Research	Online
8.	Prof.Saji George	Asst.Prof	Online
9.	Sr.Bincy	Asst.Prof	Online
10.	Mr.Herbit Gonsalvez	Head Accountant	
11.	Ms.Tesney John	Junior PRO	


CO-ORDINATOR
INTERNAL QUALITY ASSURANCE CELL (IQAC)
RAJAGIRI COLLEGE OF SOCIAL SCIENCES (AUTONOMOUS)
KALAMASSERY

Minutes of Meeting of the Internal Complaints Committee (Online Zoom Meeting) held at 3.00 pm on 16th July 2020 Thursday at Conference Room, Kalamassery

Highlights of the meeting

1. Dr. Mary Joseph, Chair, ICC welcomed all the members of the ICC to the meeting. She specially welcomed Adv. Teena Cherian, External member,
2. The IC Committee reviewed whether any complaints have been received from any student or staff of any department in both the campuses and found that no such complaints were received.
3. Dr. Mary Joseph, Chair, ICC gave an orientation to the members about the UGC regulations (May 2016) , and the members contributed their views on the same. A detailed discussion on the UGC notification dated 25th October, 2019 was also discussed upon.
4. The IC Committee had a detailed discussion about the phrase “ aggrieved party” as quoted in the UGC Regulations. Adv. Teena Cherian shared her expert views and opinions about the same.
5. The Committee suggested the following measures to be undertaken by the College Management as a sign of prevention and prohibition of sexual harassment of women staff and girl students.
 - Give the students of both campuses a common orientation about the UGC Regulations on Sexual harassment Act at Institutions, during the Deeksharambam process.
 - Publicly notify the provisions against sexual harassment and ensure dissemination of the same in the campus.
 - Organise training programmes/ workshops for the teaching /non – teaching faculty and students, as indicated in the SAKSHAM Report (Measures for Ensuring the Safety of Women and Programmes for Gender Sensitization on Campuses) of the Commission
 - to sensitize the teaching /non – teaching faculty and students community about their rights, entitlements and responsibilities as enshrined in the Act
 - To ensure by various means that the College is providing a safe environment which shall include safety from all the (external) persons coming into contact at the campus.
 - The Committee members gave suggestions to appoint a female security officer in the Kalamassery Campus.
 - To ensure the facilities and rights of trans genders in the campus, and to include the same in the Rajagiri Policy on Prevention and Prohibition of Sexual Harassment Against Employees and Students (2016).
6. The ICC Committee reviewed the lighting facility which was installed in the Hill campus to be ascertain the safety of the girl students in the campus, after College hours.

Dr. Ann Baby delivered the vote of thanks. The meeting ended at 4.30 p.m.

Mary Venus Joseph
Dr. Mary Venus Joseph,
Chair, ICC

CO-ORDINATOR
INTERNAL QUALITY ASSURANCE CELL (IQAC)
RAJAGIRI COLLEGE OF SOCIAL SCIENCES (AUTONOMOUS)
KALAMASSERY



Internal Complaints Committee (Online Zoom Meeting) - on 16th July 2020
Thursday at Conference Room,