



MVPS's College of Architecture
Udhaji Maratha Boarding Campus, off Gangapur Road, Nashik
Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Criterion 5– Student Support and Progression

5.1 -Student Supports

5.1.5



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Criterion 5 – Student Support and Progression

Key Indicator – 5.1 Student Support

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Sr. No.	Contents (Documents)
1)	A.Y 2020-2021
	A) Anti-Ragging Committee B) Internal Complaints Committee (ICC) C) Students Grievance Redressal Cell
2)	A.Y 2019-2020
	A) Anti-Ragging Committee B) Internal Complaints Committee (ICC) C) Students Grievance Redressal Cell
3)	A.Y 2018-2019
	A) Anti-Ragging Committee B) Internal Complaints Committee (ICC) C) Students Grievance Redressal Cell
4)	A.Y 2017-2018
	A) Anti-Ragging Committee B) Internal Complaints Committee (ICC) C) Students Grievance Redressal Cell
5)	A.Y 2016-2017
	A) Anti-Ragging Committee B) Internal Complaints Committee (ICC)



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5.1.5

The Institution has a transparent mechanism for timely Redressal of student grievances including sexual harassment and ragging cases.

1) Academic Year 2020-2021

A) Anti-Ragging Committee

- **Committee Formations / Appointment**
- **Reports (Squad & Committee Report)**

B) Internal Complaints Committee

- **Committee Formations / Appointment**
- **Reports (Committee Report)**

C) Students Grievance Redressal Committee

- **Committee Formations / Appointment**
- **Students Grievance's**
- **Mom's (Annually 2 Meetings)**



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Date: 19/01/2021

CIRCULAR

This is to inform all the dignitaries that the institution has appointed the following member of anti-ragging committee and anti-ragging squad for the year 2021-2022 overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per the directions of Supreme Court of India/UGC regulation on curbing the menace of ragging in the higher educational institution, 2009 (No. F 1-16/2007(CPP-II) April, 2009; and Directives of Maharashtra prohibition of Anti-Ragging Act, 1999, (MAHARASHTRA ACT NO.XXXIII OF 1999)

SR. NO.	ANTI RAGGING COMMITTEE MEMBER January 2021 -2022	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson Of Committee	
2	Prof. Abhishek Nasikakar	Committee Member (B.Arch)	
3	Mr. Jairam Gaikwad	Parent Member	
4	Mast. Kunal Shah	Student Representative	
5	Mast. Rajendra Jadhav	Student Member (First year)	
6	Mrs. Manisha Dhondage	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
10	Mr. Sandip Nathe	Coordinator	





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SR. NO.	ANTI RAGGING SQUAD January 2021 -2022	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Chairperson Of Squad	
2	Prof. Purva Shah	Member Of Squad	
3	Prof. Kiran Kadam	Member Of Squad	

Due to the present Covid 19 conditions the anti-ragging committee will stand in action once the normal conditions are resumed in offline mode of working as per the government directives.

Prof. Arpita Bhatt will inform the 1st year students in the online orientation program about rules, regulations and guidelines that the institute follows as per the UGC norms.

The committee will function for this AY year starting January 2021 term I to the term end of semester II of 1st year B.Arch.

The committee will follow all the guidelines as per UGC regulation on curbing the menace of ragging in the higher educational institution, 2009.

Dr. Prajakta Baste
Principal





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Date: 17/06/2020

ANTI RAGGING COMMITTEE REPORT 2021-2021

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ANTI RAGGING SQUAD REPORT 2021-2021

Anti-Ragging committee has been formed by MVP Samaj's College of Architecture, Nashik which follows the UGC regulations on restriction on the menace of ragging in higher educational institutions 2009 and other directives issued as per the Hon'ble Supreme Court of India and the regulations of State Govt.

Institute has established Anti ragging squad and as per directives this committee was advised to actively plan surprise visit to college and hostel periodically for curbing the menace of ragging in the campus once the institute starts functioning physically in offline mode.

But due the pandemic situation the 1st year college for the A.Y year 2021-2021 batch (A.Y January 2021 to June 2021) the working was in online mode. So both the committee formations as per norms was established but the meetings and the functioning of both committees couldn't take place as the students did not come physically to the institute.

There was no separate report from the squad committee as entire working was in online mode.

As there was no interaction of the senior students with the 1st year students, none of the ragging cases or incidences took place.

Prof. Arpita Bhatt

Anti-Squad Committee Chairperson

Dr. Prajakta Baste

Principal

Head of Anti-Ragging Committee





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Date: 28/09/2020

CIRCULAR

Ref dated: 27/7/2018 –Sub ICC Internal Complaints Committee Formation

This is to inform all the dignitaries that the institution has **appointed** the following members of **Internal Complaints Committee** for the **year 3 academic years 2018-2021** (A.Y 2018-2019, A.Y 2019-2020, A.Y 2020-2021) overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per directions of **UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. (No. F 91-1/2013(TFGS) May, 2016**

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2020-2021	DESIGNATION
1	Prof. Arpita Bhatt	Presiding Officer
2	Prof. Geetanjali Patil	Faculty Member
3	Prof. Manisha Rajole	Faculty Member
4	Mr. Sandip Nathe	Non-Teaching Staff Member
5	Mrs. Padma Kotkar	Non-Teaching Staff Member
6	Mast. Ashish Vairagar	Student Representative
7	Miss. Sonali Lalwani	Student Representative
8	Miss. Triveni Shewale	Student Representative
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization
10	Prof. Purva Shah	Coordinator





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Due to the present Covid 19 conditions the Internal Complaints Committee (ICC) will stand in action once the normal conditions are resumed in offline mode of working as per the government directives.

Prof. Arpita Bhatt will inform the 1st year students (whenever the admission process will take place) in the online orientation program about rules, regulations and guidelines that the institute follows for ICC as per the UGC norms.

The committee will follow all the guidelines as per **UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. (No. F 91-1/2013(TFGS) May, 2016**


~~Dr. Prajakta Baste~~
Principal





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Date: 18/03/2021

REPORT ON INTERNAL COMPLAINT COMMITTEE

ACADEMIC YEAR 2020-2021

MVP Samaj's College of Architecture has formed Internal Complaints Committee which follows UGC (Prevention, Prohibition, and Redressal of sexual harassment of women employee and students in higher educational institution) Regulations, 2015 read with Sexual harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 and in Partial modification of Office No.449 dates 05.08.2016, Internal Complaints committee (ICC) is reconstituted as under to deal with complaints relating to Sexual harassment at workplace.

Due to the pandemic situation the college for the A.Y year 2020-2021 was in online mode. So the committee formations as per norms was established the committee was in position from the A.Y 2018-2021 for the last three years but the meetings and the functioning of committees couldn't take place as the students did not come physically to the institute.

Awareness program were organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace as per SAKSHAM Report in online mode.





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Following are list of awareness programs conducted for academic year

- **Living Equality** - On 27th June 2020 an awareness program on gender sensitization was addressed by Madhu Chougoankar.
- **Generation Equality** - On 27th October 2020 an awareness program on Equality – Realizing Women’s Right was organized by Adv Charusheela Khairnar.
- **Self Defence for women** – Program was organized on 8th March 2021 for the girl students to build confidence in physical resistance skills.

The institute was in online mode of working for the students for the entire year so the committee meetings couldn’t take place, but the awareness programs were planned online.

And thus there were no complaint of any kind of harassment received in the academic year 2020-2021.

Prof. Arpita Bhatt

Presiding Officer

Internal Complaints Committee





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CIRCULAR

DATE: 28/09/2020

REF DATED: - 01/08/2019

FORMATION OF INSTITUTE LEVEL STUDENTS GRIEVANCE REDRESSAL CELL

As per UGC regulation 2012

The Institute has formed the following Students Grievance Redressal Cell for overseeing the implementation of the provisions made according to decisions taken under above mentioned Act.

The committee is effective for 2 Academic year 2019 -2020 and 2020-2021

Following are the respected members of the cell for the current Academic Year

SR. NO.	Grievance Redressal Cell 2020-2021	DESIGNATION
1	Dr. Prajakta Baste	Chairperson Of Committee
2	Prof. Gaurav Arbooj	Faculty Member
3	Prof. Ketki Joshi	Faculty Member
4	Adv. S.S Khairnar	Ombudsperson


Dr. Prajakta Baste

Principal





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NOTICE

DATE : 28/07/2020

Following faculty members are hereby informed to remain present for Students Grievance Redressal meeting on 29th July 2020, at 2.00 p.m. in Principal's cabin.

1. Prof. Gaurav Arbooj
2. Prof. Ketaki Joshi


Dr. Prajakta Baste
(Principal)



Academic Year 2020-21

Date : / /
Page No. : /

STUDENTS GRIEVANCE REDRESSAL CELL

Meeting dated 29th July 2020

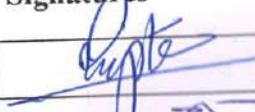




Members present: Dr. Prajakta Baste, Prof. Gaurav Arbooj, Prof. Ketaki Joshi, Mr. Sandeep Nathe, Mr. Khapare

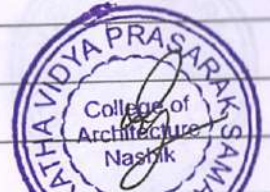
Students' Grievances received :

1. Students required availability of e content for reference.
2. Issues in audio-visual quality of lectures.
3. Difficulties in understanding subjects like Design, workshop etc. in online mode.

Action Taken :

1. Subject teachers were directed to prepare e content in audio-visual and notes format and make it available for the students for reference.
2. Mr. Khapare was directed to purchase new good quality webcams, headphones, and mike.
3. Teachers were instructed to device innovative teaching pedagogies and e content in audio-video format for better understanding.

SR. NO.	Members present	Signatures
1	Dr. Prajakta Baste	
2	Prof. Gaurav Arbooj	
3	Prof. Ketaki Joshi	
4	Mr. Nathe	
5	Mr. Pankaj Khapare	





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NOTICE

DATE : 12/01/2021

Following faculty members are hereby informed to remain present for Students Grievance Redressal meeting on 13th January 2021, at 1.00 p.m. in Principal's cabin.

1. Prof. Gaurav Arbooj
2. Prof. Ketaki Joshi


Dr. Prajakta Baste
(Principal)


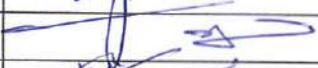
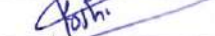


STUDENTS GRIEVANCE REDRESSAL CELL**Meeting dated 13th January 2021****Members present: Dr. Prajakta Baste, Prof. Gaurav Arbooj, Prof. Ketaki Joshi****Students' Grievances received:**

1. Councilling for online examination
2. Requirement of offline interactions with teachers for subjects like Architectural Design, BTM etc.

Action Taken :

1. Subject teachers were directed to guide students regarding pattern, time management etc. in online examinations during lectures and mentor mentee sessions.
2. Taking prior permission and consent from students, they were called in college in stipulated hours for discussion.

SR. NO.	Members present	Signatures
1	Dr. Prajakta Baste	
2	Prof. Gaurav Arbooj	
3	Prof. Ketaki Joshi	





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5.1.5

The Institution has a transparent mechanism for timely Redressal of student grievances including sexual harassment and ragging cases.

2) Academic Year 2019-2020

A) Anti-Ragging Committee

- **Committee Formations / Appointment**
- **Mom's (Annually 2 Meetings)**
- **Reports (Squad & Committee Report)**

B) Internal Complaints Committee

- **Committee Formations / Appointment**
- **Mom's (Annually 3 Meetings)**
- **Reports (Committee Report)**

C) Students Grievance Redressal Committee

- **Committee Formations / Appointment**
- **Students Grievance's**
- **Mom's (Annually 2 Meetings)**



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Date: 24/06/2019

CIRCULAR

This is to inform all the dignitaries that the institution has appointed the following member of anti-ragging committee and anti-ragging squad for the year 2019-2020 overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per the directions of **Supreme Court of India/UGC regulation on curbing the menace of ragging in the higher educational institution, 2009 (No. F 1-16/2007(CPP-II) April, 2009; and Directives of Maharashtra prohibition of Anti-Ragging Act, 1999, (MAHARASHTRA ACT NO.XXXIII OF 1999)**

SR. NO.	ANTI RAGGING COMMITTEE MEMBER 2019-2020	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson Of Committee	
2	Prof. Vijay Pawar	Committee Member	
3	Mrs. Sahebrao Mogal	Parent member	
4	Miss. Himani Chaudhari	Student Representative	
5	Miss. Devyani Aher	Student Representative (First year)	
6	Mrs. Padma Kotkar	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti Media for Development	Non-Government Organization	
10	Mr. Sandip Nathe	Coordinator	





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SR. NO.	ANTI RAGGING COMMITTEE SQUAD 2019-2020	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Chairperson of Squad	
2	Prof. Megha Butte	Member of Squad	
3	Prof. Abhishekh Nasikakar	Member of Squad	

Dr. Prajakta Baste
Principal





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CIRCULAR

DATE: 01/08/2019

Respected members the meeting for Anti-Ragging Committee for the academic year 2019- 2020 is scheduled on **05th August 2019, Monday** in lecture hall L5 at 10.30 am to formulate and assign the responsibility of the committee.

Following faculty members and Non-teaching staff and Students representatives are requested to remain present for the same.

- AGENDA:** 1. Overview of the agenda and minutes of last meeting of the academic year 2018-2019.
2. Steps taken for prohibition of ragging at the college level.
3. Miscellaneous issues if any to be discussed by permission of committee members

SR. NO.	ANTI RAGGING COMMITTEE MEMBER 2019-2020	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson of Committee	
2	Prof. Vijay Pawar	Committee Member	
3	Mrs. Sahebrao Mogal	Parent Member	
4	Miss. Himani Chaudhari	Student Representative	
5	Miss. Devyani Aher	Student Representative (First year)	
6	Mrs. Padma Kotkar	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti Media For. Development	Non-Government Organization	
10	Prof. Arpita Bhatt	Chairperson of Squad	
11	Prof. Megha Butte	Faculty Member (Squad)	
12	Prof. Abhishekh Nasikakar	Faculty Member (Squad)	
13	Mr. Sandip Nathe	Coordinator	

Mr. Sandip Nathe
Corodinator

Anti – Ragging Committee





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Minutes of the Meeting

Anti-Ragging Committee - Academic year 2019- 2020

Date: 05th August 2019

Day: Monday

Venue: lecture hall L5

Time: 10.30 A.M.

Following members were present for the meeting:

SR. NO.	ANTI RAGGING COMMITTEE MEMBER 2019-2020	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson of Committee	
2	Prof. Vijay Pawar	Committee Member	
3	Mrs. Sahebrao Mogal	Parent Member	
4	Miss. Himani Chaudhari	Student Representative	
5	Miss. Devyani Aher	Student Representative (First year)	
6	Mrs. Padma Kotkar	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
10	Prof. Arpita Bhatt	Chairperson of Squad	
11	Prof. Megha Butte	Faculty Member (Squad)	
12	Prof. Abhishekh Nasikakar	Faculty Member (Squad)	
13	Mr. Sandip Nathe	Coordinator	



Principal Dr. Baste started the meeting with a welcome note			
Discussed various agendas as listed below:			
Agenda	Discussion	Decision	Action taken
1	Overview of the agenda and minutes of last meeting	Reviewed minutes of last meeting dated 12-03-2019 and action taken report. None of the cases were reported for the academic year 2018-2019.	No cases of ragging were noted. It was decided to follow the prevention measures and working system of the previous year.
2	Steps taken for prohibition of ragging at the college level.		
2.1	Curbing of menace of ragging	Awareness in the institution a. Display of posters throughout the campus b. Notice board with the consequences displayed on it.	
2.2	Punishments as per UGC	Committee decided to follow the UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	
2.3	The ragging is totally forbidden in the campus	If anybody found guilty of ragging and/or supporting ragging actively or passively is liable to be punished in reference with Regulations as well as under the provisions of any panel law '.	
2.4	Measures to be taken to control ragging in the campus	Head of the institute has decided that Anti ragging committee will periodically review the situation as per the information supplied by the Anti-ragging Squad.	



		To inform the faculty members to suspend the 1 st year classes on time by 2.30 P.M and to make sure the students leave the class by 3.00 P.M latest and the respective faculty to be in the class until the last student leave the class.	
		To assign 2 peons to make sure the 1 st year students leave the premises latest by 3.00 and to be vigilant if any incidence is occurring.	
		To inform the watchman to be vigilant in the parking areas and in the campus if the 1 st year students are waiting after college timings.	
2.5	Measures to be taken to control ragging in the campus	Faculty members are informed to observe any behavioral change amongst any student or group of students within themselves or with anyone.	
		Periodic maintenance of CCTV cameras	
		Planning surprise visits of Anti-ragging Squads in the campus premises, around the premises and in the hostel.	
		To inform faculty members other than Anti ragging committee to keep close watch	



		in the campus to prevent ragging	
		To inform all the non-teaching members to be vigilant and to report any of the incidences if occurring.	
3	Miscellaneous issues if any to be discussed.	There were no miscellaneous issues to be discussed.	
The meeting was concluded with vote of thanks by Dr. Prajakta Baste.			



Prof. Arpita Bhatt
Chairperson of Squad



Dr. Prajakta Baste
Principal
Chairperson of Committee





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NOTICE

DATE: 04-03-2020

Respected members are requested to be present for the meeting for Anti-Ragging Committee for the academic year 2019- 2020 is scheduled on 09th March 2020 by 11.30 am in the lecture hall L5 to overview the performance of the Anti-Ragging committee in current year 2019-2020

AGENDA:

1. Overview of the agenda and minutes of last meeting.
2. Implementation of measures which were decided in the first meeting held on 05-08-2019
3. Miscellaneous issues if any to be discussed by permission of committee Members

SR. NO.	ANTI RAGGING COMMITTEE MEMBER 2019-2020	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson of Committee	
2	Prof. Vijay Pawar	Committee Member	
3	Mrs. Sahebrao Mogal	Parent Member	
4	Miss. Himani Chaudhari	Student Representative	
5	Miss. Devyani Aher	Student Representative (First year)	
6	Mrs. Padma Kotkar	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
10	Prof. Arpita Bhatt	Chairperson of Squad	
11	Prof. Megha Butte	Faculty Member of Squad	
12	Prof. Abhishekh Nasikakar	Faculty Member of Squad	
13	Mr. Sandip Nathe	Coordinator	

Dr. Prajakta Baste

Principal





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Minutes of the Meeting

Anti-Ragging Committee - academic year 2019- 2020

Date & Day - 9th March 2020 Monday at 11.30 A.M.

Venue: lecture hall L5

Members present:

SR. NO.	ANTI RAGGING COMMITTEE MEMBER 2019-2020	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson of Committee	
2	Prof. Vijay Pawar	Committee Member	
3	Mrs. Sahebrao Mogal	Parent Member	
4	Miss. Himani Chaudhari	Student Representative	
5	Miss. Devyani Aher	Student Representative (First year)	
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10	Prof. Arpita Bhatt	Chairperson of Squad	
11	Prof. Megha Butte	Faculty Member (Squad)	
12	Prof. Abhishekh Nasikakar	Faculty Member (Squad)	
13	Mr. Sandip Nathe	Coordinator	



Meeting started with a warm welcome by chairperson of committee Dr. Prajakta Baste

Discussed various agendas as listed below:

Agenda	Discussion	Decision	Action taken
1.0	Overview of the agenda and minutes of last meeting		
	To read and confirm the minutes of the previous meeting of the Anti-Ragging Committee held on 05 th August 2019.	The minutes of the previous meeting was approved by the Anti-Ragging committee and anti-ragging Squad committee	No cases of ragging were noted. It was decided to follow the prevention measures and working system of the previous year.
1.2	Steps taken for prohibition of ragging at college level		
	The anti-ragging committee and anti-ragging squad was asked to follow the guidelines. The Committees will take all necessary steps to prevent ragging incidences	The committees decided to follow UGC regulations on restriction on menace of ragging in higher educational institutions 2009. To follow all the guidelines provided in the UGC regulation	Committees followed the UGC regulations on restriction on menace of ragging in higher educational institutions 2009 very strictly and made sure all preventive measure are being followed by the entire institute Implementation of the measures are the carried out, the details of the same are mentioned in agenda 2.0 below
2.0	Implementation of measures taken to Curbing of menace of ragging		
2.1	Curbing of menace of ragging	Awareness in the institution a. Display of posters throughout the campus b. Notice board with the consequences of ragging and punishments mentioned.	a. Poster on Prohibition of ragging were put in the premises, in the campus and in the parking areas b. Notice board has been placed with the consequences of ragging and punishments mentioned as stated in UGC guidelines.



2.2	Punishments as per UGC	Committee decided to follow the UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	<p>A meeting was conducted to Instruction about Anti ragging policy of the institute based on UGC regulations given to the senior students.</p> <p>On 01/8/2019 in 3 day orientation program for the 1st year fresher students were informed about the UGC regulations on prohibition of ragging.</p>
2.3	The ragging is totally forbidden in the campus	If anybody found guilty of ragging and/or supporting ragging actively or passively is liable to be punished in reference with Regulations as well as under the provisions of any panel law '.	No such complaints received
2.4	Measures to be taken to control ragging in the campus	<p>Head of the institute has decided that Anti ragging committee will periodically review the situation as per the information supplied by the Anti-ragging Squad.</p> <p>To inform the faculty members to suspend the 1st year classes on time by 2.20 P.M and to make sure the students leave the class by 2.45 P.M latest and the respective faculty to be in the class until the last student leave the class.</p> <p>To assign 2 peons to make sure the 1st year students leave the premises latest by 2.45 and to be vigilant if any incidence is occurring.</p>	<p>No complaints received.</p> <p>Faculty members were informed by calling a meeting on 12th August 2019, Monday about the timings and not to leave the class until all students are out, all the faculties followed that.</p> <p>A meeting was called on 12th August 2019, Monday conducted with the non-teaching staff, 2 peons were assigned the job and were reporting periodically about the updates, but none of such activities nor did incidences happen.</p>



		To inform the watchman to be vigilant in the parking areas and in the campus if the 1 st year students are waiting after college timings.	The watchman was informed in the meeting on 12th August 2019, Monday conducted with the non-teaching staff that he should be vigilant and to make sure to asked the 1 st year students to leave the campus immediately and do not allow them to stand in parking areas for any reasons, the watchman followed the instructions strictly
2.5	Measures to be taken to control ragging in the campus	Faculty members are informed to observe any behavioral change amongst any student or group of students within themselves or with anyone.	Faculty members were informed by calling a meeting on 12th August 2019, Monday to observe any behavioral change. None of such activity or change was seen. Healthy atmosphere was observed in the classroom throughout.
		Periodic maintenance of CCTV cameras	All the CCTV cameras were functioning properly.
		Planning surprise visits of Anti-ragging Squads in the campus premises, around the premises and in the hostel.	Surprise visits by anti-ragging squad to the studio spaces and classrooms happened almost twice a week, hostel visit were planned at regular intervals.
		To inform faculty members other than Anti ragging committee to keep close watch in the campus to prevent ragging	A meeting on 12th August 2019, Monday was arranged to inform the faculty members to be vigilant about any incidence happening around. None of such incidences occurred in the campus.
		To inform all the non-teaching members to be vigilant and to report any of the incidences if occurring.	A meeting was arranged on 12th August 2019, Monday to inform the non-teaching members to be vigilant about any incidence happening around. None of such incidences occurred in the campus.



3.0	Miscellaneous issues if any to be discussed		
		None of the issues were recorded neither were observed	No cases / incidences of any kind of mischief or ragging was found or noted.
Dr. Baste appreciated the efforts made by the committee to curb the menace of ragging, she requested the committee members to guide the committee members for next committee for the academic year 2017-2018			
The meeting was concluded with vote of thanks by Dr. Prajakta Baste.			



Prof. Arpita Bhatt
Chairperson of Squad



Dr. Prajakta Baste
Principal
Chairperson of Committee





MVPS's College of Architecture

Udhaji Maratha Boarding Campus, off Gangapur Road, Nashik

Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Date: 13/03/2020

ANTI RAGGING SQUAD REPORT 2019-2020

MVP Samaj's College of Architecture decided to form an Anti-Ragging committee and Anti ragging Squad which follows the UGC regulations on restriction on the menace of ragging in higher educational institutions 2009 and other directives issued as per the Hon'ble Supreme Court of India and the regulations of State Govt.

Institute formed Anti ragging committee along with Anti ragging squad which have paid surprise visit to college premises, campus and hostel periodically to check if such activities are occurring.

Anti-ragging Squad took measures for prevention and prohibition of ragging in the college campus by visiting the studio/ lecture spaces after 2.45 P.M to make sure any prohibited activity is not taking place.

The Squad made periodical surprise visits to the terraces, parking areas, and the areas around the building in campus to make sure any prohibited activity is not taking place.

The Squad made surprise visits hostel to understand the environment and the culture.

The squad observed for any miscellaneous activity happening with the fresher's. The Squad periodically made discussions with 1st year students to know if everything is going well.

The squad was also vigilant about the behavioral changes in the fresher's and even in the senior students.

The squad periodically made interactions with the 1st year students to understand and take them in confidence to know if any kind of prohibited activity is happening to any one of them.

The squad reported none of the prohibited activity happened in the academic year 2019-2020, thus no such complaints were registered.

Prof. Megha Butte

Committee Member

Prof. Arpita Bhatt

Chairperson of Squad





MVPS's College of Architecture

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Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Date: 18/03/2020

ANTI RAGGING COMMITTEE REPORT 2019-2020

Anti-Ragging committee has been formed by MVP Samaj's College of Architecture, Nashik which follows the UGC regulations on restriction on the menace of ragging in higher educational institutions 2009 and other directives issued as per the Hon'ble Supreme Court of India and the regulations of State Govt.

Institute has established Anti ragging squad and as per directives this committee was actively planning surprise visit to college and hostel periodically for curbing the menace of ragging in the campus.

Both, the committee and Anti Ragging Squad have periodically reviewed the situation and information derived from annual analysis regarding anti-ragging. Formulate guidelines which were taken during the current academic year and illustrate that,

Ragging is strictly forbidden in or outside the college campus. The Anti-Ragging Committee has been vigorously active for specific purpose.

In the beginning of academic year 2018-2019, Anti ragging committee member Prof. Arpita Bhatt guided all the students about effect and consequences of ragging in and around the institutional campus.

Committee members also discussed about measures to be taken in further consolidate prevention and prohibition of ragging in the college campus.

Anti-ragging committee and Anti ragging Squad have analyzed the measures which are taken to further consolidate prevention and prohibition of ragging in the college campus by vacating college premise and campus for 1st year students by 2.45 – 3.00 P.M, to ensure it further the faculties after the studio/ lecture made sure to wait in the class till students would vacate the place, 2 peons were assigned the responsibility to make sure all the spaces in and around the building did not had any fresher student, the watchman was asked to be vigilant in parking areas.





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In the meeting with the senior students of academic year 2019-2020, Chairperson of the Anti-ragging committee, Dr. Prajakta Baste addressed all the students about seriousness and consequences of ragging in and around the institutional campus.

Dr. Baste also informed the 1st year in the 3 day orientation program about the rights of fresher's and explained them in detail about the Anti-ragging act, she also explained the procedure to be taken if any such incidence occurs.

Dr. Baste shared with 1st year students the 24*7 helpline no's of the committee members, along with email id (cares.antiragging@cansnashik.org) to send their complaints in case if any such incidence takes place, she also told the students that they can directly approach any faculty member, non-teaching staff as per the students comfort to report any incidences occurring with them or any other classmate.

Dr. Baste shared that the college premises has a notice board stating the contact no's of all the committee members along with the mail id to call for any emergency help and to register complaints if any.

As per the instruction, students have filled their anti-ragging affidavit form and submitted to the current Anti ragging committee members (Faculty members) while taking admission for further class.

Fresher's party – a welcoming party was organized for the 1st year students by the 2nd year batch and senior students to make a healthy interaction in front of all faculty members.

The college premises is under CCTV surveillance to restrain any kind of prohibited activity.

In the academic year 2019-2020, none of the ragging complaint has been received or observed.

The first year students were assured that institute does not appreciate and support such events.

Prof. Arpita Bhatt

Anti-Squad Committee Chairperson

Dr. Prajakta Baste

**Principal
Head of Anti-Ragging Committee**





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Chairperson of the anti ragging committee Dr. Prajakta Baste addressing to Teaching Staff and Non teaching staff regarding taking care and to be vigilant in and around campus to restrict any prohibited activity taking place.



Guidelines to be implemented in current academic year 2019-2020, informed by Chairperson of Anti ragging committee.





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CIRCULAR

Date: 24/06/2019

REF DATED 27/7/2018 – SUB INTERNAL COMPLAINTS COMMITTEE FORMATION

This is to inform all the dignitaries that the institution has appointed the following members of internal complaints committee for the year 3 academic years 2018-2021 (A.Y 2018-2019, A.Y 2019-2020, A.Y 2020-2021)overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per directions of UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. (No. F 91-1/2013(TFGS) May, 2016

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2019-2020	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	

Dr. Prajakta Baste

Principal





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CIRCULAR

Date: 01-08-2019

All the dignitaries are requested to remain present for the meeting scheduled on 06th August 2019, Tuesday in lecture hall L5 at 1.30 pm to formulate and assign the responsibility of Internal Complaint Committee for the academic year 2019- 2020.

Agenda:

1. To overview the minutes of last meeting dated 5th March 2019 of academic year 2018-2019
2. Assign responsibility to committee member
3. Discuss measures to be taken during Academic year 2019-2020.
4. Arrangement of awareness programs.

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2019-2020	DESIGNATION	SIGNATURE
1	Prof. Arpita Amit Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Namdeo Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	



Prof. Purva Shah
Coordinator

Internal Complaint Committee



MVPS's College of Architecture

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Minutes of the Meeting

Internal Complaint Committee – A.Y 2019- 2020

Date & Day: 6th August 2019 Tuesday

Venue & Time: Lecture hall L5 at 1.30 P.M.

Following members were present for the meeting:

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2019-2020	DESIGNATION	SIGNATURES
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	



Prof. Arpita Bhatt welcomed all the committee members

Various concerns to prevent such activities in the campus are discussed and listed below:

Agenda	Discussion	Decision	Action taken
1.0	Overview of the agenda and minutes of last meeting	Reviewed of minutes of last meeting dated 06 th March 2019	Following are action taken report.
2.0	Assign the responsibilities to ICC committee members	To follow the guidelines by UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015 and Vishaka Guidelines against sexual harassment at workplace which are laid down by the Hon'ble Supreme Court in Vishaka and Others Vs. State of Rajasthan and Others (JT 1997 (7) SC 384).	



2.1	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015 need to keep in library and make available for everyone.	
2.2	Process of making Complaint	Online form is to be uploaded on website.	
		Online complaint portal mail id needs to be uploaded on website.	
		For offline a complaint Suggestion Box must be placed and checked periodically.	



2.3	Punishment as per UGC Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015	Committee decided to follow the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015 guidelines.	
3.0	Measures taken to prevent sexual harassment of women in and around campus	To inform the teaching faculty staff and non-teaching staff about the definition of the term "sexual harassment" as read by UGC	
		To inform the students of all years about the definition of the term "sexual harassment" as read by UGC	
		The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.	



		To display the consequences of sexual harassment on Notice Board.	
4.0	Awareness programs	Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace as per SAKSHAM Report	
Meeting concluded with the vote of thanks by Presiding officer of committee Prof. Arpita Bhatt.			

Prof. Arpita Bhatt

**Presiding Officer
Internal Complaints Committee**





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CIRCULAR

Date: 18-12-2019

To review the responsibility of Internal Complaint Committee for the academic year 2019- 2020, the half yearly meeting is scheduled on **24th December 2019, Tuesday** in lecture hall L5 at 01.30 P.M.

Following faculty members and Non-teaching staff and Students representatives are requested to remain present for the same.

- AGENDA:
1. Overview of the agenda and minutes of last meeting dated 06-08-2019.
 2. Review on performance of the committee in current Academic year.
 3. Difficulties occur during execution of measures to restrict such activity.
 4. Miscellaneous issues if any to be discussed by permission of committee Members.

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2019-2020	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	



Prof. Purva Shah
Coordinator
Internal Complaint Committee



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Minutes of the Meeting - Internal Complaint Committee

Academic year 2019- 2020

Date & Day: 24th December 2019 Tuesday

Venue & Time: lecture hall L5 at 1.30 P.M.

The Following members were present:

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2019-2020	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhiviyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	



Meeting was started with a welcome by Presiding officer of Committee Prof. Arpita Bhatt.			
Following are the agenda discussed in the meeting			
1	Overview the minutes of previous meeting dated 6th August 2019		
a	To assign the responsibilities of committee members	<ul style="list-style-type: none"> • Committee shall know the Act, Policies and relevant Service rules. • Committee shall be equipped with gathering and recording all the relevant information and documents. • Committee shall create conducive meeting environment. • Committee shall handle complaints with respect. • Committee shall not be aggressive or interruptive while receiving the complaints. • Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry. • Committee shall not disclose the content of the complaint. • Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC. 	<ul style="list-style-type: none"> • Committee members have followed UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. And followed Vishaka Guidelines against sexual harassment at workplace.



2	Review on the performance of committee during current academic year		
a)	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, need to keep in library and make available for everyone.	<ul style="list-style-type: none"> • The Copy has been kept in Library for reference.
b)	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.	<ul style="list-style-type: none"> • A meeting has been conducted on 27th August 2019, Tuesday
c)	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.	No changes were done or either were needed to be done.
d)	Necessity to make every member of the institute aware about the seriousness and gravity of such act.	Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.	<ul style="list-style-type: none"> • In the orientation program dated on 01/08/2019 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms followed. • A Nirbhaya Silent March was conducted on 7th December 2019 • On 16th December 2019 a No violence against women program was organized to sensitize students



			towards women rights and issues.
3	Difficulties occur during execution of measures to restrict such activity.		
	There were no difficulties or incidences noted till date		
4	Miscellaneous issues if any		
	There were no issues or incidences noted till date		
None of the incidences / grievances were recorded by ICC committee till date.			
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Amit Bhatt			

Prof. Arpita Bhatt

Presiding Officer

Internal Complaint Committee





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CIRCULAR

DATE: 05-03-2020

All the dignitaries are requested to remain present for the meeting scheduled on 10th March 2020, Tuesday in lecture hall L5 at 11.30 am to discuss the responsibility taken by Internal Complaint Committee for the academic year 2019- 2020.

AGENDA:

1. Overview of the agenda and minutes of last meeting dated 24-12-2019.
2. Review on the performance of committee during current academic year
3. Review on Execution of Awareness programs.
4. Miscellaneous issues by permission of committee Members.

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2019-2020	DESIGNATION	SIGNATURE
1	Prof. Arpita Amit Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Namdeo Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	

Prof. Purva Shah
Coordinator

Internal Complaint Committee





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Minutes of the Meeting

Internal Complaint Committee Academic year 2019- 2020

Date: 10th March 2020

Day: Tuesday

Venue & Time: L5 & 11.30 A.M.

Members present for meeting:

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2019-2020	DESIGNATION	SIGNATURES
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	



Meeting was started with a welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Following are the agenda discussed in the meeting

1	Overview the minutes of previous meeting dated 24th December 2019		
a	To assign the responsibilities of committee members	<ul style="list-style-type: none">• Committee shall know the Act, Policies and relevant Service rules.• Committee shall be equipped with gathering and recording all the relevant information and documents.• Committee shall create conducive meeting environment.• Committee shall handle complaints with respect.• Committee shall not be aggressive or interruptive while receiving the complaints.• Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry.• Committee shall not disclose the content of the complaint.• Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC.	<ul style="list-style-type: none">• Committee members have followed UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. And followed Vishaka Guidelines against sexual harassment at workplace.



2	Review on the performance of committee during current academic year		
a)	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, need to keep in library and to make updates if the previous year library copy is available.	<ul style="list-style-type: none"> • The Copy has been kept in Library for reference and there are no updates to be added.
b)	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.	<ul style="list-style-type: none"> • A meeting has been conducted on 27th August 2019, Tuesday
c)	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.	No changes were done or either were needed to be done.
3	Review on Execution of Awareness programs		
a)	Necessity to make every member of the institute aware about the seriousness and gravity of such act.	Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.	<ul style="list-style-type: none"> • In the orientation program dated on 01/08/2019 the 1st year Students were made aware about the ICC committee members, Guidelines/norms followed. • A Nirbhaya Silent March was conducted on 7th December 2019 • On 16th December 2019 a No violence



			<p>against women program was organized to sensitize students towards women rights and issues.</p> <ul style="list-style-type: none"> • A seminar on "Bharosa Kasha" was organized on 13th January 2020 to make girl students aware about the safety facilities available for women by the City Police . • Gender Sensitization Addressal program was conducted on 5th March 2020 to spread knowledge on equal opportunity and rights of women
4	Miscellaneous issues if any		
	There were no issues or incidences noted.		
None of the incidences / grievances were recorded by ICC committee for the A.Y 2019-2020			
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Amit Bhatt			



Prof. Arpita Bhatt

Presiding Officer

Internal Complaint Committee





MVPS's College of Architecture

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Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Date: 16/03/2020

REPORT ON INTERNAL COMPLAINT COMMITTEE

A.Y 2019-2020

MVP Samaj's College of Architecture has formed Internal Complaints Committee which follows UGC (Prevention, Prohibition, and Redressal of sexual harassment of women employee and students in higher educational institution) Regulations, 2015 read with Sexual harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 and in Partial modification of Office No.449 dates 05.08.2016, Internal Complaints committee (ICC) is reconstituted as under to deal with complaints relating to Sexual harassment at workplace.

Email id chairperson.icc@cansnashik.org has been uploaded on website and shared on notice board for the students to lodge a complaints

Suggestion-Box/ Compliant Box has been placed under the CCTV camera and checked periodically by the ICC committee to restrain on sexual harassment in the institute.

E- Form is uploaded on website to file the complaint online to the Presiding Officer of the committee.





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Vishakha Guidelines and Handbook on Sexual Harassment of Women at Workplace, ICC College Policy Document & UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015 have been kept in the library and made available for everyone.

A meeting was conducted on 27th August 2019 to make aware all the employees of the institute from teaching and non-teaching departments about Vishakha guidelines and handbook on Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, ICC College Policy Document & UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015.

Awareness program were organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace as per SAKSHAM Report.

Following are list of awareness programs conducted for academic year

- **Orientation program** - On 1st August 2019 the 1st year students were informed and educated about ICC rules regulations and guidelines that the institute follows the program was addressed by Prof. Arpita Bhatt.
- **Nirbhaya Muk Morcha**- On 7th December 2019 after the Hyderabad Incidence, Muk Morcha (Nirbhaya Silent March) was called for the Sensitization towards issues and to understand &





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stand for each other and for self and to Advocate to make violence against women is unacceptable at any level.

- **No Violence Against Women** – Program conducted by Vishwas Nagre Patil on 16th December 2019 to spread awareness for violence happening on women and the measures to be taken against it, Violence against women and girls is a human rights violation, and the immediate and long-term physical, sexual, and mental consequences for women was addressed in the program.
- **Bharosa Kaksha** – Program was conducted for women on 13th January 2020 to spread awareness against sexual harassment and various safety measures to prevent harassment.
- **Gender Sensitization Addressal Program** – An Awareness program was conducted on 5th March 2020 to spread knowledge on equal opportunity and rights of women.

There is no such complaint of any kind of violence received in the current academic year 2019-2020.

Prof. Arpita Bhatt

Presiding Officer

Internal Complaints Committee





MVPS's College of Architecture

Udhaji Maratha Boarding Campus, off Gangapur Road, Nashik

Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

CIRCULAR

01/08/2019

FORMATION OF INSTITUTE LEVEL STUDENTS GRIEVANCE REDRESSAL CELL

As per UGC regulation 2012

The Institute has formed the following Students Grievance Redressal Cell for overseeing the implementation of the provisions made according to decisions taken under above mentioned Act.

The committee is effective for 2 Academic year 2019 -2020 and 2020-2021

Following are the respected members of the cell for the current Academic Year

SR. NO.	Grievance Redressal Cell 2019-2020	DESIGNATION
1	Dr. Prajakta Baste	Chairperson Of Committee
2	Prof. Gaurav Arbooj	Faculty Member
3	Prof. Ketki Joshi	Faculty Member
4	Adv. S.S Khairnar	Ombudsman


Dr. Prajakta Baste

Principal





MVPS's College of Architecture

Udhaji Maratha Boarding Campus, off Gangapur Road, Nashik


Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

NOTICE

DATE : 25/07/2019

This is to inform following faculty members to remain present for Students Grievance Redressal meeting on 26th July 2019, 1.00 p.m. in Principal's cabin.

1. Prof. Gaurav Arbooj
2. Prof. Ketaki Joshi


Dr. Prajakta Baste
(Principal)



Academic year 2019-20

Date : / /
Page No. :

STUDENTS GRIEVANCE REDRESSAL CELL

Meeting dated 26th July 2019

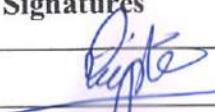



Members present : Dr. Prajakta Baste, Prof. Gaurav Arbooj, Prof. Ketaki Joshi, Mr. Sandeep Nathe

Students' Grievances received :

1. Permission to organize treasure hunt activities out of the city.
2. Submissions of subjects in submission room are not kept organized.
3. Drinking water cooler facility is needed on first floor

Action Taken :

1. Organizing treasure hunt activities out of the city is not recommended.
2. Facilitation in submission room to be increased during exam period with two dedicated persons.
3. Mr. Nathe was instructed to contact the vendor to get the quotes for drinking water cooler.

SR. NO.	Members present	Signatures
1	Dr. Prajakta Baste	
2	Prof. Gaurav Arbooj	
3	Prof. Ketaki Joshi	
4	Mr. Sandeep Nathe	



RECEIVED

GRIEVANCES

Date: / /

Page No.:

Dear Ma'am,

Please grant permission for
treasure hunt out of Nashik

Submissions get damaged
in submission room, please
look into it. Thanky

Need water cooler on first floor
for drinking water





MVPS's College of Architecture

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NOTICE

DATE : 17/01/2020

Following faculty members are hereby informed to remain present for Students Grievance Redressal meeting today, at 2.00 p.m. in Principal's cabin.

1. Prof. Gaurav Arbooj
2. Prof. Ketaki Joshi


Dr. Prajakta Baste
(Principal)



STUDENTS GRIEVANCE REDRESSAL CELL

Meeting dated 17th January 2020

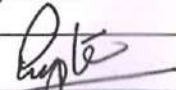
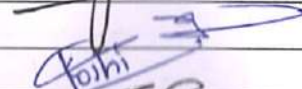



Members present : Dr. Prajakta Baste, Prof. Gaurav Arbooj, Prof. Ketaki Joshi, Mr. Nathe, Mr. Pankaj Khapare

Students' Grievances received:

1. To increase the number of days of socials and cultural activities
2. Requirement of indoor gym facility.
3. Speakers in L5 are not working, additional speakers are required.

Action Taken :

1. Longer duration of socials and cultural activities cannot be allowed considering academic schedule
2. Requirement of additions of equipment to be taken from students in the proposed list.
3. Mr. Khapare to arrange for purchasing additional speakers, checkout the issue to speakers in L5 and resolve the same.

SR. NO.	Members present	Signatures
1	Dr. Prajakta Baste	
2	Prof. Gaurav Arbooj	
3	Prof. Ketaki Joshi	
4	Mr. Sandeep Nathe	
5	Mr. Pankaj Khapare	



06/01/2020, Monday

Bhavik Manoj Chopada,
S.Y.B.Arch,
7558486718.

Subject: Resignation for the post of Unit Designee (NASA).

To,
Principal Ma'am

I am the current Unit Designee for the NASA Team. I want to resign from the post, as I am not able to manage the work. I can't focus on my academics & also the number of people actually working for NASA are also less. So it's getting difficult to manage the overall work. I hope you will take this under consideration.

Thanking you in anticipation.

Dear Nandan Sir,
kindly do another appointment
as NASA sec.

upte
7-1-20

Yours' Sincerely,
Bhavik Manoj Chopada.

Bhavik Manoj Chopada

RECORDED GRIEVANCES

Please provide indoor gym for students

M	T	W	T	F	S	S

Speakers in L5 are not working please check. Unable to hear documentaries / videos.

Give extra speakers too.

Dear Mam.
 We requested to permit more days for socials. celebrations





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5.1.5

The Institution has a transparent mechanism for timely Redressal of student grievances including sexual harassment and ragging cases.

3) Academic Year 2018-2019

A) Anti-Ragging Committee

- **Committee Formations / Appointment**
- **Mom's (Annually 2 Meetings)**
- **Reports (Squad & Committee Report)**

B) Internal Complaints Committee

- **Committee Formations / Appointment**
- **Mom's (Annually 3 Meetings)**
- **Reports (Committee Report)**

C) Students Grievance Redressal Committee

- **Committee Formations / Appointment**
- **Students Grievance's**
- **Mom's (Annually 2 Meetings)**



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Date: 27/07/2018

CIRCULAR

This is to inform all the dignitaries that the institution has appointed you as member of anti-ragging committee and anti-ragging squad for the year 2018-2019 overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per the directions of Supreme Court of India/UGC regulation on curbing the menace of ragging in the higher educational institution, 2009 (No.F 1-16/2007(CPP-II) April, 2009; and Directives of Maharashtra prohibition of Anti-Ragging Act, 1999, (MAHARASHTRA ACT NO.XXXIII OF 1999)

SR. NO.	ANTI RAGGING COMMITTEE MEMBER 2018-2019	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson Of Committee	
2	Prof. Umesh Hirawe	Committee Member	
3	Mrs. Sahebrao Mogal	Parent Member	
4	Mast. Omkar Hande	Student Member	
5	Mast. Omkar Sanap	Student Member (First Year)	
6	Mrs. Padma Kotkar	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti, Media For Development	Non-Government Organization	
10	Mr. Sandip Nathe	Coordinator	





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SR. NO.	ANTI RAGGING SQUAD 2018-2019	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Chairperson of Squad	
2	Prof. Ketaki Joshi	Member of Squad	
3	Prof. Megha Butte	Member of Squad	

Dr. Prajakta Baste
Principal





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CIRCULAR

Date: 02-08-2018

All the dignitaries are requested to remain present for the meeting scheduled on 06th August 2018, Monday in lecture hall L5 at 11.30 A.M. to formulate and assign the responsibility of Anti-Ragging Committee for the academic year 2018- 2019

AGENDA:

1. Overview of the agenda and minutes of last meeting.
2. Steps taken for prohibition of ragging at the college level.
3. Miscellaneous issues if any to be discussed with permission of committee members

SR.NO.	ANTI RAGGING COMMITTEE MEMBER 2018-2019	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson Of Committee	
2	Prof. Umesh Hirawe	Committee Member	
3	Mrs. Sahebrao Mogal	Parent Member	
4	Mast. Omkar Hande	Student Member	
5	Mast. Omkar Sanap	Student Member (First Year)	
6	Mrs. Padma Kotkar	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti, Media For Development	Non-Government Organization	
10	Mr. Sandip Nathe	Coordinator	





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SR. NO.	ANTI RAGGING SQUAD 2018-2019	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Chairperson of Squad	
2	Prof. Ketaki Joshi	Committee Member of Squad	
3	Prof. Megha Butte	Committee Member of Squad	

Mr. Sandip Nathe

Coordinator

ANTI RAGGING COMMITTEE





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Minutes of the meeting of Anti Ragging Committee for the academic year 2018- 2019 held on 06th August 2018 Monday in lecture hall L5 at 11.30 P.M.

Following members were present for the meeting:

SR.NO.	ANTI RAGGING & ANTI RAGGING SQUAD COMMITTEE MEMBER 2018-2019	DESIGNATION	SIGNATURES
1	Dr. Prajakta Baste	Chairperson Of Committee	
2	Prof. Umesh Hirawe	Committee Member	
3	Mrs. Sahebrao Mogal	Parent Member	
4	Mast. Omkar Hande	Student Member	
5	Mast. Omkar Sanap	Student Member (First Year)	
6	Mrs. Padma Kotkar	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti, Media For Development	Non-Government Organization	
10	Mr. Sandip Nathe	Coordinator	
11	Prof. Arpita Bhatt	Chairperson of Squad	
12	Prof. Ketaki Joshi	Committee Member of Squad	
13	Prof. Megha Butte	Committee Member of Squad	



Principal Dr. Baste started the meeting with a welcome note

Discussed various agendas as listed below:

Agenda	Discussion	Decision	Action taken
1	Overview of the agenda and minutes of last meeting	Reviewed minutes of last meeting dated 12-03-2018 and action taken report. None of the cases were reported for the academic year 2017-2018.	No cases of ragging were noted. It was decided to follow the prevention measures and working system of the previous year.
2	Steps taken for prohibition of ragging at the college level.		
2.1	Curbing of menace of ragging	Awareness in the institution a. Display of posters throughout the campus b. Notice board with the consequences displayed on it.	
2.2	Punishments as per UGC	Committee decided to follow the UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	
2.3	The ragging is totally forbidden in the campus	If anybody found guilty of ragging and/or supporting ragging actively or passively is liable to be punished in reference with Regulations as well as under the provisions of any panel law '.	
2.4	Measures to be taken to control ragging in the campus	Head of the institute has decided that Anti ragging committee will periodically review the situation as per the information supplied by the Anti-ragging Squad.	



		To inform the faculty members to suspend the 1 st year classes on time by 2.30 P.M and to make sure the students leave the class by 3.00 P.M latest and the respective faculty to be in the class until the last student leave the class.	
		To assign 2 peons to make sure the 1 st year students leave the premises latest by 3.00 and to be vigilant if any incidence is occurring.	
		To inform the watchman to be vigilant in the parking areas and in the campus if the 1 st year students are waiting after college timings.	
2.5	Measures to be taken to control ragging in the campus	Faculty members are informed to observe any behavioral change amongst any student or group of students within themselves or with anyone.	
		Periodic maintenance of CCTV cameras	
		Planning surprise visits of Anti-ragging Squads in the campus premises, around the premises and in the hostel.	
		To inform faculty members other than Anti ragging committee to keep close watch in the campus to prevent ragging	



		To inform all the non-teaching members to be vigilant and to report any of the incidences if occurring.	
3	Miscellaneous issues if any to be discussed.	There were no miscellaneous issues to be discussed.	
The meeting was concluded with vote of thanks by Dr. Prajakta Baste.			



Prof. Arpita Bhatt
Chairperson of Squad



Dr. Prajakta Baste
Principal

Chairperson of Committee





MVPS's College of Architecture

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Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

CIRCULAR

Date: 5/6/2017

This is to inform all the dignitaries that the institution has appointed the following member of anti-ragging committee and anti-ragging squad for the academic year 2017-2018 overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per the directions of Supreme Court of India/UGC regulation on curbing the menace of ragging in the higher educational institution, 2009 (No. F 1-16/2007(CPP-II) April, 2009; and Directives of Maharashtra prohibition of Anti-Ragging Act, 1999, (MAHARASHTRA ACT NO.XXXIII OF 1999)

SR. NO	ANTI RAGGING COMMITTEE MEMBER 2017-2018	DESIGNATION	SIGNATURE
1.	Dr. Prajakta Baste	Chairperson of the committee	
2.	Prof. Geetanjali Patil	Committee Member	
3.	Mr. Sandip Nathe	Coordinator	
4.	Mr. Arun Potdar	Parent Member	
5.	Miss. Kalyani Gite	Student Member	
6.	Miss Pratiksha Thorat	Student Member (First Year)	
7.	Mr. Suresh Tajane	Non-Teaching Staff Member	
8.	Inspector, Gangapur Road Police Station	Police Member	
9.	MVP Media Center	Media	
10.	Mr. Nitin Paranjape Abhivayakti Media For Development	Non-Government Organization	
11.	Prof. Arpita Bhatt	Chairperson Of Squad	
12.	Prof. Abhishek Nasikakar	Member Of Squad	
13.	Prof. Nandan Malani	Member Of Squad	

Dr. Prajakta Baste
Principal





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CIRCULAR

Date: 27-02-2019

All the dignitaries are requested to remain present for the meeting is scheduled on 12th March 2019, Monday in lecture hall L5 at 1.30 P.M. to overview the responsibility of Anti-Ragging Committee for the academic year 2019- 2020.

AGENDA:

1. Overview of the agenda and minutes of last meeting.
2. Implementation of measures which were decided in the first meeting held on 06-08-2018
3. Miscellaneous issues by permission of committee Members

Following faculty members and Non-teaching staff and Students representatives requested to remain present for the same.

SR.NO.	ANTI RAGGING COMMITTEE MEMBER 2018-2019	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson Of Committee	
2	Prof. Umesh Hirawe	Committee Member	
3	Mrs. Sahebrao Mogal	Parent Member	
4	Mast. Omkar Hande	Student Member	
5	Mast. Omkar Sanap	Student Member (First Year)	
6	Mrs. Padma Kotkar	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Mr. Sandip Nathe	Coordinator	
11	Prof. Arpita Bhatt	Chairperson of Squad	
12	Prof. Ketaki Joshi	Faculty Member of Squad	
13	Prof. Purva Shah	Faculty Member of Squad	



Mr. Sandip Nathe
Coordinator
ANTI RAGGING COMMITTEE



MVPS's College of Architecture

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Minutes of the Meeting of Anti Ragging Committee for the academic year 2018- 2019

Date- 12th March 2019

Day- Tuesday

Venue- lecture hall L5

Time- 1.30 P.M

Following members present in the meeting:

SR.NO.	ANTI RAGGING & ANTI RAGGING SQUADCOMMITTEE MEMBER 2018-2019	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson Of Committee	
2	Prof. Umesh Hirawe	Committee Member	
3	Mrs. Sahebrao Mogal	Parent Member	
4	Mast. Omkar Hande	Student Member	
5	Mast. Omkar Sanap	Student Member (First Year)	
6	Mrs. Padma Kotkar	Non-Teaching Staff Member	
7	Inspector, Gangapur Road Police Station	Police Member	
8	MVP Media Centre	Media	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Arpita Bhatt	Chairperson of Squad	
11	Prof. Ketaki Joshi	Member of Squad	
12	Prof. Megha Butte	Member of Squad	
13	Mr. Sandip Nathe	Coordinator	



Meeting started with a warm welcome by chairperson of committee Dr. Prajakta Baste			
Discussed various agendas as listed below:			
Agenda	Discussion	Decision	Action taken
1.0	Overview of the agenda and minutes of last meeting		
	To read and confirm the minutes of the previous meeting of the Anti-Ragging Committee held on 06 th August 2018.	The minutes of the previous meeting was approved by the Anti-Ragging committee and anti-ragging Squad committee	No cases of ragging were noted. It was decided to follow the prevention measures and working system of the previous year.
1.2	Steps taken for prohibition of ragging at college level		
	The anti-ragging committee and anti-ragging squad was asked to follow the guidelines. The Committees will take all necessary steps to prevent ragging incidences	The committees decided to follow UGC regulations on restriction on menace of ragging in higher educational institutions 2009. To follow all the guidelines provided in the UGC regulation	Committees followed the UGC regulations on restriction on menace of ragging in higher educational institutions 2009 very strictly and made sure all preventive measure are being followed by the entire institute Implementation of the measures are the carried out, the details of the same are mentioned in agenda 2.0 below
2.0	Implementation of measures taken to Curbing of menace of ragging		
2.1	Curbing of menace of ragging	Awareness in the institution a. Display of posters throughout the campus b. Notice board with the consequences of ragging and punishments mentioned.	a. Poster on Prohibition of ragging were put in the premises, in the campus and in the parking areas b. Notice board has been placed with the consequences of ragging and punishments mentioned as stated in UGC guidelines.



2.2	Punishments as per UGC	Committee decided to follow the UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	<p>A meeting was conducted to Instruction about Anti ragging policy of the institute based on UGC regulations given to the senior students.</p> <p>On 03/8/2018 in 3 day orientation program for the 1st year fresher students were informed about the UGC regulations on prohibition of ragging.</p>
2.3	The ragging is totally forbidden in the campus	If anybody found guilty of ragging and/or supporting ragging actively or passively is liable to be punished in reference with Regulations as well as under the provisions of any panel law '.	No such complaints received
2.4	Measures to be taken to control ragging in the campus	Head of the institute has decided that Anti ragging committee will periodically review the situation as per the information supplied by the Anti-ragging Squad.	No complaints received.
		To inform the faculty members to suspend the 1 st year classes on time by 2.20 P.M and to make sure the students leave the class by 2.45 P.M latest and the respective faculty to be in the class until the last student leave the class.	Faculty members were informed by calling a meeting on 13th August 2018, Monday about the timings and not to leave the class until all students are out, all the faculties followed that.
		To assign 2 peons to make sure the 1 st year students leave the premises latest by 2.45 and to be vigilant if any incidence is occurring.	A meeting was called on 13th August 2018, Monday conducted with the non-teaching staff, 2 peons were assigned the job and were reporting periodically about the updates, but none of such activities nor did incidences happen.



		To inform the watchman to be vigilant in the parking areas and in the campus if the 1 st year students are waiting after college timings.	The watchman was informed in the meeting on 13th August 2018, Monday conducted with the non-teaching staff that he should be vigilant and to make sure to asked the 1 st year students to leave the campus immediately and do not allow them to stand in parking areas for any reasons, the watchman followed the instructions strictly
2.5	Measures to be taken to control ragging in the campus	Faculty members are informed to observe any behavioral change amongst any student or group of students within themselves or with anyone.	Faculty members were informed by calling a meeting on 13th August 2018, Monday to observe any behavioral change. None of such activity or change was seen. Healthy atmosphere was observed in the classroom throughout.
		Periodic maintenance of CCTV cameras	All the CCTV cameras were functioning properly.
		Planning surprise visits of Anti-ragging Squads in the campus premises, around the premises and in the hostel.	Surprise visits by anti-ragging squad to the studio spaces and classrooms happened almost twice a week, hostel visit were planned at regular intervals.
		To inform faculty members other than Anti ragging committee to keep close watch in the campus to prevent ragging	A meeting on 13th August 2018, Monday was arranged to inform the faculty members to be vigilant about any incidence happening around. None of such incidences occurred in the campus.
		To inform all the non-teaching members to be vigilant and to report any of the incidences if occurring.	A meeting was arranged on 13th August 2018, Monday to inform the non-teaching members to be vigilant about any incidence happening around. None of such incidences occurred in the campus.



3.0	Miscellaneous issues if any to be discussed		
		None of the issues were recorded neither were observed	No cases / incidences of any kind of mischief or ragging was found or noted.
Dr. Baste appreciated the efforts made by the committee to curb the menace of ragging, she requested the committee members to guide the committee members for next committee for the academic year 2019-2020			
The meeting was concluded with vote of thanks by Dr. Prajakta Baste.			



Prof. Arpita Bhatt
Chairperson of Squad



Dr. Prajakta Baste
Principal
Chairperson of Committee





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Date: 29/03/2019

ANTI RAGGING SQUAD REPORT 2018-2019

MVP Samaj's College of Architecture decided to form an Anti-Ragging committee and Anti ragging Squad which follows the UGC regulations on restriction on the menace of ragging in higher educational institutions 2009 and other directives issued as per the Hon'ble Supreme Court of India and the regulations of State Govt.

Institute formed Anti ragging committee along with Anti ragging squad which have paid surprise visit to college premises, campus and hostel periodically to check if such activities are occurring.

Anti-ragging Squad took measures for prevention and prohibition of ragging in the college campus by visiting the studio/ lecture spaces after 2.45 P.M -3.00 P.M to make sure any prohibited activity is not taking place.

The Squad made periodical surprise visits to the terraces, parking areas, and the areas around the building in campus to make sure any prohibited activity is not taking place.

The Squad made surprise visits hostel to understand the environment and the culture.

The squad observed for any miscellaneous activity happening with the fresher's. The Squad periodically made discussions with 1st year students to know if everything is going well.

The squad was also vigilant about the behavioral changes in the fresher's and even in the senior students.

The squad periodically made interactions with the 1st year students to understand and take them in confidence to know if any kind of prohibited activity is happening to any one of them.

The squad reported none of the prohibited activity happened in the academic year 2018-2019, thus no such complaints were registered.

Prof. Ketaki Joshi

Committee Member

Prof. Arpita Bhatt

Chairperson of Squad





MVPS's College of Architecture

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Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Date: 09/04/2019

ANTI RAGGING COMMITTEE REPORT 2018-2019

Anti-Ragging committee has been formed by MVP Samaj's College of Architecture, Nashik which follows the UGC regulations on restriction on the menace of ragging in higher educational institutions 2009 and other directives issued as per the Hon'ble Supreme Court of India and the regulations of State Govt.

Institute has established Anti ragging squad and as per directives this committee was actively planning surprise visit to college and hostel periodically for curbing the menace of ragging in the campus.

Both, the committee and Anti Ragging Squad have periodically reviewed the situation and information derived from annual analysis regarding anti-ragging. Formulate guidelines which were taken during the current academic year and illustrate that,

Ragging is strictly forbidden in or outside the college campus. The Anti-Ragging Committee has been vigorously active for specific purpose.

In the beginning of academic year 2018-2019, Anti ragging committee member Prof. Umesh Hirawe guided all the students about effect and consequences of ragging in and around the institutional campus.





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Committee members also discussed about measures to be taken in further consolidate prevention and prohibition of ragging in the college campus.

Anti-ragging committee and Anti ragging Squad have analyzed the measures which are taken to further consolidate prevention and prohibition of ragging in the college campus by vacating college premise and campus for 1st year students by 2.45 – 3.00 P.M, to ensure it further the faculties after the studio/ lecture made sure to wait in the class till students would vacate the place, 2 peons were assigned the responsibility to make sure all the spaces in and around the building did not had any fresher student, the watchman was asked to be vigilant in parking areas.

In the meeting with the senior students of academic year 2018-2019, Chairperson of the Anti-ragging committee, Dr. Prajakta Baste addressed all the students about seriousness and consequences of ragging in and around the institutional campus.

Dr. Baste also informed the 1st year in the 3 day orientation program about the rights of fresher's and explained them in detail about the Anti-ragging act, she also explained the procedure to be taken if any such incidence occurs.

Dr. Baste shared with 1st year students the 24*7 helpline no's of the committee members, along with email id (cares.antiragging@cansnashik.org) to send their complaints in case if any such incidence takes place, she also told the students that they can directly approach any faculty member, non-teaching staff as per the students comfort to report any incidences occurring with them or any other classmate.





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Dr. Baste shared that the college premises has a notice board stating the contact no's of all the committee members along with the mail id to call for any emergency help and to register complaints if any.

As per the instruction, students have filled their anti-ragging affidavit form and submitted to the current Anti ragging committee members (Faculty members) while taking admission for further class.

Fresher's party – a welcoming party was organized for the 1st year students by the 2nd year batch and senior students to make a healthy interaction in front of all faculty members.

The college premises is under CCTV surveillance to restrain any kind of prohibited activity.

In the academic year 2018-2019, none of the ragging complaint has been received or observed.

The first year students were assured that institute does not appreciate and support such events.

Prof. Umesh Hirawe

Committee Member

Dr. Prajakta Baste

Principal

Head of Anti-Ragging Committee





MVPS's College of Architecture

Udhaji Maratha Boarding Campus, off Gangapur Road, Nashik

Phone : 0253-2570822. Email : cansnashik@mvp.edu.in



Chairperson of committee Dr. Prajakta Baste addressing committee members about curbing ragging in the campus and discussing measures to be taken to restrict ragging in the institute campus



Respected chairperson of committee Dr. Prajakta Baste along with the appointed committee members





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Date: 27/07/2018

CIRCULAR

This is to inform all the dignitaries that the institution has appointed the following members of internal complaints committee for the year 3 academic years 2018-2021 (A.Y 2018-2019, A.Y 2019-2020, A.Y 2020-2021) overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per directions of UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. (No. F 91-1/2013(TFGS) May, 2016

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2018-2019	DESIGNATION
1	Prof. Arpita Bhatt	Presiding Officer
2	Prof. Geetanjali Patil	Faculty Member
3	Prof. Manisha Rajole	Faculty Member
4	Mr. Sandip Nathe	Non-Teaching Staff Member
5	Mrs. Padma Kotkar	Non-Teaching Staff Member
6	Mast. Ashish Vairagar	Student Representative
7	Miss. Sonali Lalwani	Student Representative
8	Miss. Triveni Shewale	Student Representative
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization
10	Prof. Purva Shah	Coordinator


Dr. Prajakta Baste

Principal





MVPS's College of Architecture

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Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

CIRCULAR

Date: 02-08-2018

All the dignitaries are requested to remain present for the meeting scheduled on **07th August 2018**, Tuesday in **lecture hall L5 at 12.30 P.M.** to formulate and assign the responsibility of **Internal Complaint Committee** for the academic year 2018- 2019.

Agenda:

1. To Overview the minutes of last meeting dated 19^h March 2018 of academic year 2017-2018
2. Assign responsibility to Committee member
3. Discuss measures to be taken during Academic year 2018-2019.
4. Arrangement of Awareness programs.

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2018-2019	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	

Prof. Purva Shah

Coordinator
INTERNAL COMPLAINT COMMITTEE





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Minutes of the Meeting of **Internal Complaint Committee** for the academic year 2018- 2019 held on **7th August 2018** Tuesday in lecture hall L5 at **12.30 P.M.**

The Following members were present:

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2018-2019	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	



Meeting was started with a warm welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Prof. Arpita Bhatt informed that as per the guidelines issued by Ministry of Women and Child Development, institute must continue with practice of having constitution of an ICC, and to follow the roles and responsibilities and preventive measure as per UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015.

Prof. Bhatt further described the role of ICC and made aware about their responsibility to contribute to the cause.

Following were the Agenda for the meeting :-

1	Reviewed minutes of meeting of last academic year 2017-2018	<ul style="list-style-type: none">• In the last academic year no cases / incidences of any kind of Sexual harassment was noted.• In the last meeting it was decided to dissolve the committee and to form a new committee for 3 consecutive academic year. The committee members for the last academic year 2017-2018 were requested to guide the newly formed committee for present year.
2	To assign the responsibilities of committee members	<ul style="list-style-type: none">• Committee shall know the Act, Policies and relevant Service rules.• Committee shall be equipped with gathering and recording all the relevant information and documents.• Committee shall create conducive meeting environment.



		<ul style="list-style-type: none"> • Committee shall handle complaints with respect. • Committee shall not be aggressive or interruptive while receiving the complaints. • Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry. • Committee shall not disclose the content of the complaint. • Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC.
3	Discuss measures to be taken during current academic year	
a)	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, has been kept in library need to check if anything is missing or if anything needs to be added.
b)	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.



c)	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.
4	Arrangement of Awareness program.	Necessity to make every member of the institute aware about the seriousness and gravity of such act. Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Bhatt		

Prof. Arpita Bhatt

Presiding Officer

Internal Complaint Committee





MVPS's College of Architecture

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CIRCULAR

Date: 18-12-2018

To review the responsibility of Internal Complaint Committee for the academic year 2019- 2020, the half yearly meeting is scheduled on **24th December 2018, Monday** in lecture hall L5 at 01.30 P.M.

Following faculty members and Non-teaching staff and Students representatives are requested to remain present for the same.

- AGENDA:
1. Overview of the agenda and minutes of last meeting dated 07-08-2018.
 2. Review on performance of the committee in current Academic year.
 3. Difficulties occur during execution of measures to restrict such activity.
 4. Miscellaneous issues if any to be discussed by permission of committee Members.

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2018-2019	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	

Prof. Purva Shah
Coordinator
Internal Complaint Committee





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Minutes of the Meeting of Internal **Complaint Committee** for the **academic year 2018- 2019** held on **24th December 2018** Monday in **lecture hall L5** at **1.30 P.M.**

The Following members were present:

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2018-2019	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhiviyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	



Meeting was started with a welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Following are the agenda discussed in the meeting

1 Overview the minutes of previous meeting dated 7th August 2018

a	To assign the responsibilities of committee members	<ul style="list-style-type: none">• Committee shall know the Act, Policies and relevant Service rules.• Committee shall be equipped with gathering and recording all the relevant information and documents.• Committee shall create conducive meeting environment.• Committee shall handle complaints with respect.• Committee shall not be aggressive or interruptive while receiving the complaints.• Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry.	<ul style="list-style-type: none">• Committee members have followed UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. And followed Vishaka Guidelines against sexual harassment at workplace.



		<ul style="list-style-type: none"> • Committee shall not disclose the content of the complaint. • Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC. 	
2	Review on the performance of committee during current academic year		
a)	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, need to keep in library and make available for everyone.	<ul style="list-style-type: none"> • The Copy has been kept in Library for reference.
b)	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.	<ul style="list-style-type: none"> • A meeting has been conducted on 28th August 2018, Tuesday



c)	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.	No changes were done or either were needed to be done.
d)	Necessity to make every member of the institute aware about the seriousness and gravity of such act.	Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.	<ul style="list-style-type: none"> • In the orientation program dated on 03/08/2018 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms followed. • A program on women's skin and hair health was conducted by Dr. Sindhu Hiremath on 10th August 2018 • On 17th September 2018 an awareness program on gender equality was organized to sensitize students towards gender equality the speaker was Ms. Priya Thuvassery.
3 Difficulties occur during execution of measures to restrict such activity.			
There were no difficulties or incidences noted till date			



4	Miscellaneous issues if any
	There were no issues or incidences noted till date
None of the incidences / grievances were recorded by ICC committee till date.	
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Amit Bhatt	



Prof. Arpita Bhatt

Presiding Officer

Internal Complaint Committee





MVPS's College of Architecture

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CIRCULAR

Date: 27-02-2019

Respected members are informed that the **concluding meeting** to review the responsibility of Internal Complaint Committee for the academic year 2019- 2020, the meeting is scheduled on 05th March 2019, Tuesday in lecture hall L5 at 01.30 P.M.

- AGENDA:
1. Overview of the agenda and minutes of half yearly meeting.
 2. Review on performance of the committee in current Academic year.
 3. Difficulties occur during execution of measures to restrict such activity.
 4. Miscellaneous issues if any to be discussed by permission of committee Members.

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2018-2019	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	

Prof. Purva Shah

Coordinator
Internal Complaint Committee





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Minutes of the Meeting

Internal Complaint Committee

Academic year 2018- 2019

Date & Day: 5th March 2019 Tuesday

Venue & Time: lecture hall L5 at 1.30 P.M.

The Following members were present:

SR. NO.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2018-2019	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Geetanjali Patil	Faculty Member	
3	Prof. Manisha Rajole	Faculty Member	
4	Mr. Sandip Nathe	Non-Teaching Staff Member	
5	Mrs. Padma Kotkar	Non-Teaching Staff Member	
6	Mast. Ashish Vairagar	Student Representative	
7	Miss. Sonali Lalwani	Student Representative	
8	Miss. Triveni Shewale	Student Representative	
9	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	
10	Prof. Purva Shah	Coordinator	



Meeting was started with a welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Following are the agenda discussed in the meeting

1. Overview of the agenda and minutes of half yearly meeting.

a	To assign the responsibilities of committee members	<ul style="list-style-type: none">• Committee shall know the Act, Policies and relevant Service rules.• Committee shall be equipped with gathering and recording all the relevant information and documents.• Committee shall create conducive meeting environment.• Committee shall handle complaints with respect.• Committee shall not be aggressive or interruptive while receiving the complaints.• Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry.• Committee shall not disclose the content of the complaint.	<ul style="list-style-type: none">• Committee members have followed UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. And followed Vishaka Guidelines against sexual harassment at workplace.
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		<ul style="list-style-type: none"> • Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC. 	
b	Discuss measures to be taken during current academic year		Following are the measures adopted.
I.	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, need to keep in library and make available for everyone.	The Copy has been kept in Library for reference and no updates are needed.
II.	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.	A meeting has been conducted on 28 th August 2018, Tuesday



III.	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.	Chairperson of ICC has accessed Online complaint portal periodically, No such complaints received till now.
c	Necessity to make every member of the institute aware about the seriousness and gravity of such act.	Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.	<ul style="list-style-type: none"> • In the orientation program dated on 03/08/2018 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms followed. • A program on women's skin and hair health was conducted by Dr. Sindhu Hiremath on 10th August 2018 • On 17th September 2018 an awareness program on gender equality was organized to sensitize students towards gender equality the speaker was Ms. Priya Thuvassery. • A program on women's



			health and diet was conducted by Dr. Sharmila Sindaphalkar on 8 th January 2019
2 Review on performance of the committee in current Academic year.			
a.	Committee followed all the norms / guidelines strictly		By organizing awareness program and by organizing meeting with students and employees of the institute
3 Difficulties occur during execution of measures to restrict such activity.			
a.	There were no difficulties faced to execute the norms or guidelines		
4. Miscellaneous issues if any to be discussed by permission of committee Members.			
a.	None of the miscellaneous issues were observed or guidelines		
Internal complaint Committee was alert during current academic year 2018-2019 and hence no such complaints received.			
The efforts of committee was appreciated by the Presiding officer of committee and it was decided that the committee will be in action the next academic year as per the guidelines of UGC for formation of the committee for next 3 academic years.			
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Bhatt			

Prof. Arpita Bhatt
Presiding Officer
Internal Complaint Committee





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Date: 13/03/2019

REPORT ON INTERNAL COMPLAINT COMMITTEE

MVP Samaj's College of Architecture and Centre for Design have formed internal Complaints Committee which follows UGC (Prevention, Prohibition, and Redressal of sexual harassment of women employee and students in higher educational institution) Regulations, 2015 read with Sexual harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 and in Partial modification of Office No.449 dates 05.08.2016, Internal Complaints committee (ICC) is reconstituted as under to deal with complaints relating to Sexual harassment at workplace.

Vishakha guidelines and handbook on Sexual Harassment of Women at Workplace have been kept in the library and made available for everyone.

On 28th August 2018 all the employee of the institute from teaching and Non-teaching departments were made aware of UGC guidelines and Vishakha guidelines and handbook on Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

Suggestion Box has been placed and checked periodically by the ICC committee to restrain on sexual harassment in the institute.

The complaints can also be given in writing by hand to the Principal or the Presiding officer or any member of the committee and also could be drop by mail given on ICC notice board.





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E- Form was uploaded on website to file the complaint online to the Chairperson of the committee.

In the orientation program dated on 03/08/2018 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms to be followed.

A program on women's skin and hair health was conducted by Dr. Sindhu Hiremath on 10th August 2018. On 17th September 2018 an awareness program on Gender Equality was organized to sensitize students towards gender equality the speaker was Ms. Priya Thuvassery. A program on women's health and diet was conducted by Dr. Sharmila Sindaphalkar on 8th January 2019

None of the complaints were registered in the current academic year 2018-2019.

Prof. Arpita Amit Bhatt

Presiding Officer

Internal Complaints Committee

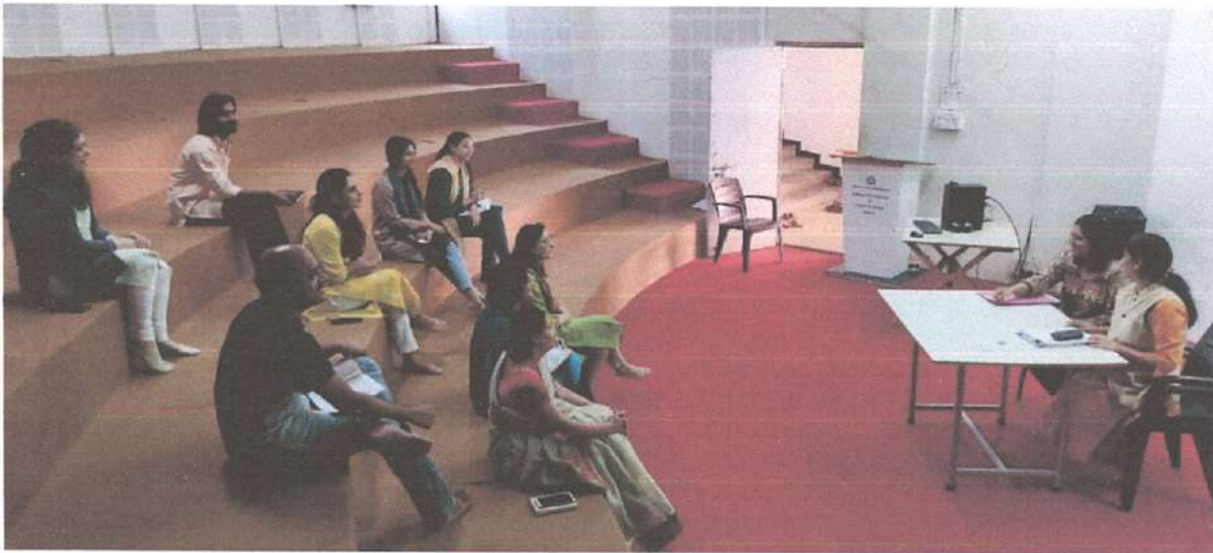




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Presiding member Prof. Arpita Bhatt of ICC guiding committee members in the meeting.



Committee members discussed about pros and cons of guidelines.





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CIRCULAR

27/07/2018

Ref Dated: 22/06/17

FORMATION OF INSTITUTE LEVEL STUDENTS GRIEVANCE REDRESSAL CELL

As per UGC regulation 2012

The Institute has formed the following Students Grievance Redressal Cell for overseeing the implementation of the provisions made according to decisions taken under above mentioned Act.

The committee is effective for 2 Academic year 2017 -2018 and 2018-2019

Following are the respected members of the cell for the current Academic Year

SR. NO.	Grievance Redressal Cell 2018-2019	DESIGNATION
1	Dr. Prajakta Baste	Chairperson Of Committee
2	Prof. Niketa Kothavale	Faculty Member
3	Prof. Kiran Kadam	Faculty Member
4	Adv. S.S Khairnar	Ombudsman


Dr. Prajakta Baste

Principal





MVPS's College of Architecture

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NOTICE

DATE : 10/07/2018

This is to inform following faculty members to remain present for Students Grievance Redressal meeting on 11th July 2018 in Principal's cabin at 1.00 p.m.

1. Prof. Niketa Kothawale
2. Prof. Kiran Kadam


Dr. Prajakta Baste
(Principal)



ACADEMIC YEAR - 2018-19

Date: / /

Page No.:

STUDENTS' GRIEVANCE REDRESSAL CELL.

★ Meeting Dated 11 th July 2018

Members Present - Dr. Prajakta Baste, Prof. Niketa Kothawale, Prof. kiran kadam, Mr. Sandip Nathe, Mrs. Dhongade, Mr. Pankoj khapare.

Grievances received -

- 1) Copies of books for issuing at home are less.
- 2) Wi-fi speed in studios is slow.
- 3) Accessibility of social ~~me~~ media sites in computer lab.
- 4) Systems in Computer lab are slow.
- 5) Mosquito trouble in studios of ground floor

Action taken -

- 1) Librarian madam to a review and discuss the requirement of copies additionally required to be made available for home issuing.. Also list of additional titles required under various subjects are to be taken from faculties.
- 2) Mr. khapare to recheck the wi-fi speed at different locations and discuss for requirement of additional wireless access points if required.
- 3) Usage of social media sites in computer lab is not recommended.
- 4) Mr. khapare to take review & upgrade / replace the systems in computer lab if required.
- 5) Instructions given to install mosquito nets in G.F. studio (2-section)

Members Present -

- 1) Dr. Prajakta Baste
- 2) Prof. Niketa Kothawale
- 3) Prof. kiran Kadam

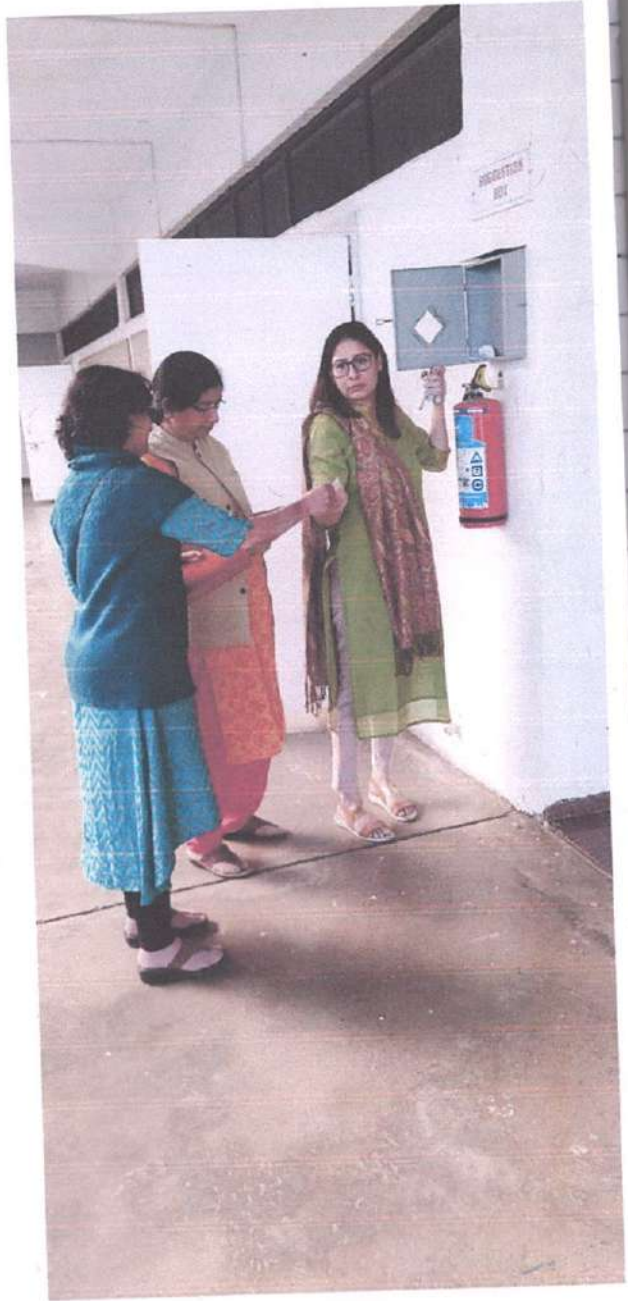
[Handwritten signatures]
Rupla
N.K.
Jushi



ACADEMIC YEAR - 2018-19

STUDENTS' GRIEVANCE REDRESSAL CELL

Meeting Date: 11th July 2018



Faculties opening suggestion box for knowing students' grievances





MVPS's College of Architecture


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NOTICE

DATE : 10/01/2019

This is to inform following faculty members to remain present for Students Grievance Redressal meeting today at 2.00 p.m. in Principal's cabin.

1. Prof. Niketa Kothawale
2. Prof. Kiran Kadam


Dr. Prajakta Baste
(Principal)



★ Meeting dated - 10 th Jan. 2019

Members present - Dr. Prajakta Baste, Prof. Niketa Kothawale, Prof. Kiran Kadam, Mr. Vijay Dhikale, Mr. Sandip Nathe, Akshay Guikwad (student)

Students' Grievances received -

- ① Facility to work in college till 7.00 to 8.00 O'clock in the evening for NASA work.
- ② Table tennis court, badminton court, basketball court needed in eep campus.
- ③ Additional day for site seeing of important locations is needed in settlement tour.

Action taken -

- ① NASA sec was instructed to give a letter for permission to work in college maximum till 7.30 p.m. alongwith names of the students and faculty to monitor. & strictly follow the time.
- ② Physical education officer and Mr. Nathe to take quotations from vendors for table tennis table, badminton equipments etc. & discuss the same.
- ③ Site seeing of important historic locations to be included in settlement tour planning.

Members present -

- ① Dr. Prajakta Baste
- ② Prof. Niketa Kothawale
- ③ Prof. Kiran Kadam
- ④ Mr. Vijay Dhikale
- ⑤ Mr. Sandip Nathe
- ⑥ Akshay Guikwad.

Handwritten signatures:
 1. *Prof. Niketa Kothawale*
 2. *Prof. Kiran Kadam*
 3. *Mr. Sandip Nathe*
 4. *Mr. Vijay Dhikale*
 5. *Mr. Sandip Nathe*
 6. *Mr. Sandip Nathe*



RECEIVED GRIEVANCES

Date: / /

Page No.:

Table tennis court badminton court,
Basket Ball court is needed in college
campus.

please allow us to work in the evening
till 7:00 pm to 8:00 pm for 'NASA'
work we are not able to manage
academic's & 'NASA' work completion.

Please try to
arrange site-visits/
site seeing of important/
famous locations during
study tours!





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5.1.5

The Institution has a transparent mechanism for timely Redressal of student grievances including sexual harassment and ragging cases.

4) Academic Year 2017-2018

A) Anti-Ragging Committee

- **Committee Formations / Appointment**
- **Mom's (Annually 2 Meetings)**
- **Reports (Squad & Committee Report)**

B) Internal Complaints Committee

- **Committee Formations / Appointment**
- **Mom's (Annually 3 Meetings)**
- **Reports (Committee Report)**

C) Students Grievance Redressal Committee

- **Committee Formations / Appointment**
- **Students Grievance's**
- **Mom's (Annually 2 Meetings)**



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CIRCULAR

Date: 17-08-2017

Meeting is scheduled on 22nd August 2017, Tuesday in lecture hall L5 at 1.30 pm to formulate and assign the responsibility of **Anti-Ragging Committee** and **Anti Ragging Squad** for the academic year 2017- 2018

Following faculty members and non-teaching staff and students representatives are requested to remain present for the same.

- AGENDA:**
1. Overview of the Performance of last committee members.
 2. Handover responsibility to newly formed committee.
 3. Miscellaneous issues; if any to be discussed by permission of committee Member

SR. NO	ANTI RAGGING COMMITTEE MEMBER 2017-2018	DESIGNATION	SIGNATURE
1.	Dr. Prajakta Baste	Chairperson of the committee	
2.	Prof. Geetanjali Patil	Committee Member	
3.	Mr. Sandip Nathe	Coordinator	
4.	Mr. Arun Potdar	Parent Member	
5.	Miss. Kalyani Gite	Student Member	
6.	Miss Pratiksha Thorat	Student Member (First Year)	
7.	Mr. Suresh Tajane	Non-Teaching Staff Member	
8.	Inspector, Gangapur Road Police Station	Police Member	
9.	MVP Media Center	Media	
10.	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
11.	Prof. Arpita Bhatt	Chairperson Of Squad	
12.	Prof. Abhishek Nasikakar	Member Of Squad	
13.	Prof. Nandan Malani	Member Of Squad	



Mr. Sandip Nathe
Corodinator
Anti - Ragging Committee



MVPS's College of Architecture

Udhaji Maratha Boarding Campus, off Gangapur Road, Nashik

Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

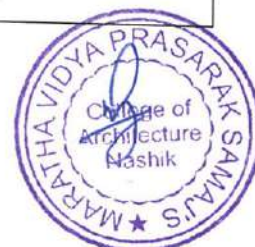
Minutes of the Meeting of Anti Ragging Committee for the academic year 2017- 2018 held on 22nd August 2017 Monday in lecture hall L3 at 1.30 P.M.

The Following members were present:

SR. NO	ANTI RAGGING COMMITTEE MEMBER 2017-2018	DESIGNATION	SIGNATURE
1.	Dr. Prajakta Baste	Chairperson of the committee	
2.	Prof. Geetanjali Patil	Committee Member	
3.	Mr. Sandip Nathe	Coordinator	
4.	Mr. Arun Potdar	Parent Member	
5.	Miss. Kalyani Gite	Student Member	
6.	Miss Pratiksha Thorat	Student Member (First Year)	
7.	Mr. Suresh Tajane	Non-Teaching Staff Member	
8.	Inspector, Gangapur Road Police Station	Police Member	
9.	MVP Media Center	Media	
10.	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
11.	Prof. Arpita Bhatt	Chairperson Of Squad	
12.	Prof. Abhishek Nasikakar	Member Of Squad	
13.	Prof. Nandan Malani	Member Of Squad	




Meeting started with a warm welcome by chairperson of committee Dr. Prajakta Baste			
Discussed various agendas as listed below:			
Agenda	Discussion	Decision	Action taken
1	Overview of the agenda and minutes of last meeting		
1.1	To read and confirm the minutes of the previous meeting of the Anti-Ragging Committee held on 21th March 2016.	The minutes of the previous meeting was approved by the Anti-Ragging committee and anti-ragging Squad committee	No cases of ragging were noted. It was decided to follow the prevention measures and working system of the previous year.
2	Handover responsibilities to the committee members.		
2.1	The anti-ragging committee and anti-ragging squad was asked to follow the guidelines.	The committees decided to follow UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	
2.2	Curbing of menace of ragging	Awareness in the institution a. Display of posters throughout the campus b. Notice board with the consequences of ragging and punishments mentioned.	
2.3	Punishments as per UGC	Committee decided to follow the UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	
2.4	The ragging is totally forbidden in the campus	If anybody found guilty of ragging and/or supporting ragging actively or passively is liable to be punished in reference with Regulations as well as under the provisions of any panel law '.	
2.5	Measures to be taken to control ragging in the campus	Head of the institute has decided that Anti ragging committee will periodically review the situation as per the information supplied by the Anti-ragging Squad.	
		To inform the faculty members to suspend the 1 st year classes on time by 2.20 P.M and to make sure the students leave the class by 2.45 P.M latest and the	



		respective faculty to be in the class until the last student leave the class.	
		To assign 2 peons to make sure the 1 st year students leave the premises latest by 2.45 and to be vigilant if any incidence is occurring.	
		To inform the watchman to be vigilant in the parking areas and in the campus if the 1 st year students are waiting after college timings.	
2.6	Measures to be taken to control ragging in the campus	Faculty members are informed to observe any behavioral change amongst any student or group of students within themselves or with anyone.	
		Periodic maintenance of CCTV cameras	
		Planning surprise visits of Anti-ragging Squads in the campus premises, around the premises and in the hostel.	
		To inform faculty members other than Anti ragging committee to keep close watch in the campus to prevent ragging	
		To inform all the non-teaching members to be vigilant and to report any of the incidences if occurring.	
3.0	Miscellaneous issues if any to be discussed		
	No issues to be discussed		Nothing was to be addressed
The meeting was concluded with vote of thanks by Dr. Prajakta Baste.			


 Prof. Arpita Bhatt
 Committee Member


 Dr. Prajakta Baste
 Principal
 Chairperson of Committee





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CIRCULAR

Date: 08-03-2018

Respected members a meeting is scheduled on 12th March 2018, Monday in lecture hall L5 at 12.30 noon to review the performance of Anti-Ragging Committee for the academic year 2017- 2018

Following faculty members and Non-teaching staff and Students representatives are requested to remain present for the same.

- AGENDA:** 1. Overview of the agenda and minutes of last meeting.
2. Implementation of measures which were decided in the first meeting held on 22-08-2017
3. Miscellaneous issues if any to be discussed by permission of committee Members

SR. NO	ANTI RAGGING COMMITTEE MEMBER 2017-2018	DESIGNATION	SIGNATURE
1.	Dr. Prajakta Baste	Chairperson of the committee	
2.	Prof. Geetanjali Patil	Committee Member	
3.	Mr. Sandip Nathe	Coordinator	
4.	Mr. Arun Potdar	Parent Member	
5.	Miss. Kalyani Gite	Student Member	
6.	Miss Pratiksha Thorat	Student Member (First Year)	
7.	Mr. Suresh Tajane	Non-Teaching Staff Member	
8.	Inspector, Gangapur Road Police Station	Police Member	
9.	MVP Media Center	Media	
10.	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
11.	Prof. Arpita Bhatt	Chairperson Of Squad	
12.	Prof. Abhishek Nasikakar	Member Of Squad	
13.	Prof. Nandan Malani	Member Of Squad	



Mr. Sandip Nathe
Corodinator
Anti - Ragging Committee



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Minutes of the Meeting of **Anti Ragging Committee** for the academic year **2017- 2018** held on

Date-12th March 2018

Day-Monday

Venue- Lecture hall L5

Time- 12.30 noon

The Following members were present:

SR. NO	ANTI RAGGING COMMITTEE MEMBER 2017-2018	DESIGNATION	SIGNATURE
1.	Dr. Prajakta Baste	Chairperson of the committee	
2.	Prof. Geetanjali Patil	Committee Member	
3.	Mr. Sandip Nathe	Coordinator	
4.	Mr. Arun Potdar	Parent Member	
5.	Miss. Kalyani Gite	Student Member	
6.	Miss Pratiksha Thorat	Student Member (First Year)	
7.	Mr. Suresh Tajane	Non-Teaching Staff Member	
8.	Inspector, Gangapur Road Police Station	Police Member	
9.	MVP Media Center	Media	
10.	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
11.	Prof. Arpita Bhatt	Chairperson Of Squad	
12.	Prof. Abhishek Nasikakar	Member Of Squad	
13.	Prof. Nandan Malani	Member Of Squad	



Meeting started with a warm welcome by chairperson of committee Dr. Prajakta Baste			
Discussed various agendas as listed below:			
Agenda	Discussion	Decision	Action taken
1.0	Overview of the agenda and minutes of last meeting		
	To read and confirm the minutes of the previous meeting of the Anti-Ragging Committee held on 22 nd August 2017.	The minutes of the previous meeting was approved by the Anti-Ragging committee and anti-ragging Squad committee	No cases of ragging were noted. It was decided to follow the prevention measures and working system of the previous year.
1.2	Handover responsibilities to the committee members.		
	The anti-ragging committee and anti-ragging squad was asked to follow the guidelines.	The committees decided to follow UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	Committees followed the UGC regulations on restriction on menace of ragging in higher educational institutions 2009 very strictly and made sure all preventive measure are being followed by the entire institute
1.3	To understand the roles and responsibilities to be performed		
	The Committees will take all necessary steps to prevent ragging incidences	To follow all the guidelines provided in the UGC regulation	Implementation of the measures are the carried out, the details of the same are mentioned in agenda 2.0 below
2.0	Implementation of measures taken to Curbing of menace of ragging		
2.1	Curbing of menace of ragging	Awareness in the institution <ul style="list-style-type: none"> a. Display of posters throughout the campus b. Notice board with the consequences of ragging and punishments mentioned. 	<ul style="list-style-type: none"> a. Poster on Prohibition of ragging were put in the premises, in the campus and in the parking areas b. Notice board has been placed with the consequences of ragging and punishments mentioned as stated in UGC guidelines.



2.2	Punishments as per UGC	Committee decided to follow the UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	<p>A meeting was conducted to Instruction about Anti ragging policy of the institute based on UGC regulations given to the senior students.</p> <p>On 18/8/2017 in 3 day orientation program for the 1st year fresher students were informed about the UGC regulations on prohibition of ragging.</p>
2.3	The ragging is totally forbidden in the campus	If anybody found guilty of ragging and/or supporting ragging actively or passively is liable to be punished in reference with Regulations as well as under the provisions of any panel law '.	No such complaints received
2.4	Measures to be taken to control ragging in the campus	Head of the institute has decided that Anti ragging committee will periodically review the situation as per the information supplied by the Anti-ragging Squad.	No complaints received.
		To inform the faculty members to suspend the 1 st year classes on time by 2.20 P.M and to make sure the students leave the class by 2.45 P.M latest and the respective faculty to be in the class until the last student leave the class.	Faculty members were informed by calling a meeting on 28th August 2017, Monday about the timings and not to leave the class until all students are out, all the faculties followed that.
		To assign 2 peons to make sure the 1 st year students leave the premises latest by 2.45 and to be vigilant if any incidence is occurring.	A meeting was called on 28th August 2017, Monday conducted with the non-teaching staff, 2 peons were assigned the job and were reporting periodically about the updates, but none of such activities nor did incidences happen.



		To inform the watchman to be vigilant in the parking areas and in the campus if the 1 st year students are waiting after college timings.	The watchman was informed in the meeting on 28th August 2017, Monday conducted with the non-teaching staff that he should be vigilant and to make sure to asked the 1 st year students to leave the campus immediately and do not allow them to stand in parking areas for any reasons, the watchman followed the instructions strictly
2.5	Measures to be taken to control ragging in the campus	Faculty members are informed to observe any behavioral change amongst any student or group of students within themselves or with anyone.	Faculty members were informed by calling a meeting on 28th August 2017, Monday to observe any behavioral change. None of such activity or change was seen. Healthy atmosphere was observed in the classroom throughout.
		Periodic maintenance of CCTV cameras	All the CCTV cameras were functioning properly.
		Planning surprise visits of Anti-ragging Squads in the campus premises, around the premises and in the hostel.	Surprise visits by anti-ragging squad to the studio spaces and classrooms happened almost twice a week, hostel visit were planned at regular intervals.
		To inform faculty members other than Anti ragging committee to keep close watch in the campus to prevent ragging	A meeting on 28th August 2017, Monday was arranged to inform the faculty members to be vigilant about any incidence happening around. None of such incidences occurred in the campus.
		To inform all the non-teaching members to be vigilant and to report any of the incidences if occurring.	A meeting was arranged on 28th August 2017, Monday to inform the non-teaching members to be vigilant about any incidence happening around. None of such incidences occurred in the campus.



3.0	Miscellaneous issues if any to be discussed		
		None of the issues were recorded neither were observed	No cases / incidences found
Dr. Baste appreciated the efforts made by the committee to curb the menace of ragging, she requested the committee members to guide the committee members for next committee for the academic year 2017-2018			
The meeting was concluded with vote of thanks by Dr. Prajakta Baste.			



Prof. Arpita Bhatt
Committee Member



Dr. Prajakta Baste
Principal
Chairperson of Committee





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Date: 25/02/2018

ANTI RAGGING SQUAD REPORT 2017-2018

MVP Samaj's College of Architecture decided to form an Anti-Ragging committee and Anti ragging Squad which follows the UGC regulations on restriction on the menace of ragging in higher educational institutions 2009 and other directives issued as per the Hon'ble Supreme Court of India and the regulations of State Govt.

Institute formed Anti ragging committee along with Anti ragging squad which have paid surprise visit to college premises, campus and hostel periodically to check if such activities are occurring.

Anti-ragging Squad took measures for prevention and prohibition of ragging in the college campus by visiting the studio/ lecture spaces after 2.45 P.M -3.00 P.M to make sure any prohibited activity is not taking place.

The Squad made periodical surprise visits to the terraces, parking areas, and the areas around the building in campus to make sure any prohibited activity is not taking place.

The Squad made surprise visits hostel to understand the environment and the culture.

The squad observed for any miscellaneous activity happening with the fresher's.

The squad was also vigilant about the behavioral changes in the fresher's and even in the senior students

The squad periodically made interactions with the 1st year students to understand and take them in confidence to know if any kind of prohibited activity is happening to any one of them.

The squad reported none of the prohibited activity happened in the academic year 2017-2018, thus no such complaints were registered.

Prof. Megha Butte

Committee Member

Prof. Arpita Bhatt

Chairperson of Squad





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Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Date: 05/04/2018

ANTI RAGGING COMMITTEE REPORT 2017-2018

MVP Samaj's College of Architecture decided to form an Anti Ragging committee which follows the UGC regulations on restriction on the menace of ragging in higher educational institutions 2009 and other directives issued as per the Hon'ble Supreme Court of India and the regulations of State Govt.

Institute formed Anti ragging committee along with Anti ragging squad which have paid surprise visit to college and hostel periodically to check if such activities are occurring.

The Anti-ragging committee has been actively functioning for specific purpose to forbid ragging in or out of the college campus.

Anti-ragging committee and Anti ragging Squad have analyzed the measures which are taken to further consolidate prevention and prohibition of ragging in the college campus by vacating college premise and campus for 1st year students by 2.45 – 3.00 P.M, to ensure it further the faculties after the studio/ lecture made sure to wait in the class till students would vacate the place, 2 peons were assigned the responsibility to make sure all the spaces in and around the building did not had any fresher student, the watchman was asked to be vigilant in parking areas.

In the meeting with the senior students of academic year 2017-2018, Chairperson of the Anti-ragging committee, Dr. Prajakta Baste addressed all the students about seriousness and consequences of ragging in and around the institutional campus.





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Dr. Baste also informed the 1st year in the 3 day orientation program about the rights of fresher's and explained them in detail about the Anti-ragging act, she also explained the procedure to be taken if any such incidence occurs.

Dr. Baste shared with 1st year students the 24*7 helpline no's of the committee members, along with email id (cares.antiragging@cansnashik.org) to send their complaints in case if any such incidence takes place, she also told the students that they can directly approach any faculty member, non-teaching staff as per the students comfort to report any incidences occurring with them or any other classmate.

Dr. Baste shared that the college premises has a notice board stating the contact no's of all the committee members along with the mail id to call for any emergency help and to register complaints if any.

As per the instruction, students have filled their anti-ragging affidavit form and submitted to the current Anti ragging committee members (Faculty members) while taking admission for further class.

Fresher's party – a welcoming party was organized on 1st September 2017 on the eve of foundation day for the 1st year students by the 2nd year batch and senior students to make a healthy interaction in front of all faculty members.

The college premises is under CCTV surveillance to restrain any kind of prohibited activity.

In the academic year 2017-2018, no such complaint has been received.

The first year students were assured that institute does not appreciate and support such events.

Prof. Geetanjali Patil

Committee Member

Dr. Projakta Baste

Principal

Head of Anti-Ragging Committee





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DATE: 22/6/2017

All the respected members are informed that the institution has appointed the following members of internal complaints committee for three academic year 2015-2018 (A.Y 2015-2016, A.Y 2016-2017, A.Y 2017-2018) overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per directions of UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. (No. F 91-1/2013(TFGS) May, 2016

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2017-2018	DESIGNATION	SIGNATURE
1	Prof. Arpita Amit Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sandip Nathe	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	

Dr. Prajakta Baste

Principal





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Date: 10-08-2017

CIRCULAR

Respected members are informed that the 1st academic meeting is scheduled on **14th August 2017**, Monday in **lecture hall L5** at **12.30 P.M.** to formulate and assign the responsibility of **Internal Complaint Committee** for the **academic year 2017- 2018**.

Agenda:

1. Overview the Minutes of last meeting for the academic year 2016-2017
2. Assign responsibility to Committee member
3. Discuss the measures to be taken during Current Academic year 2017-2018.
4. Arrangement of Awareness program.

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2017-2018	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sandip Nathe	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	

Prof. Purva Shah

Coordinator
Internal Complaint Committee





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Minutes of the Meeting of Internal **Complaint Committee** for the academic year 2017- 2018 held on **14th August 2017** Monday in **lecture hall L5** at **12.30 P.M.**

The Following members were present:

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2017-2018	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sandip Nathe	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhiviyakti, Media for Development	Non-Government Organization	



Meeting was started with a very warm welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Prof. Arpita Bhatt informed that as per the guidelines issued by Ministry of Women and Child Development, institute must continue with practice of having constitution of an ICC, and to follow the roles and responsibilities and preventive measure as per UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015.

Prof. Bhatt further described the role of ICC and made aware about their responsibility to contribute to the cause.

Following were the Agenda for the meeting :-

1	Reviewed minutes of meeting of last academic year 2016-2017	<ul style="list-style-type: none">• In the last academic year no cases / incidences of any kind of Sexual harassment was noted.• In the last meeting it was decided to continue with the same committee members for the present academic year 2017-2018 and no change was needed to be adopted.
2	To assign the responsibilities of committee members	<ul style="list-style-type: none">• Committee shall know the Act, Policies and relevant Service rules.• Committee shall be equipped with gathering and recording all the relevant information and documents.• Committee shall create conducive meeting environment.• Committee shall handle complaints with respect.• Committee shall not be aggressive or interruptive while receiving the complaints.



		<ul style="list-style-type: none"> • Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry. • Committee shall not disclose the content of the complaint. • Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC.
3	Discuss measures to be taken during current academic year	
a)	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, has been kept in library need to check if anything is missing or if anything needs to be added.
b)	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.
c)	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.
4	Arrangement of Awareness program.	Necessity to make every member of the institute aware about the seriousness and gravity of such



		act. Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Bhatt		


Prof. Arpita Bhatt

Presiding Officer

Internal Complaint Committee





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Date: 15-12-2017

CIRCULAR

Respected members are informed that the **half yearly meeting** is scheduled on **8th December 2017, FRIDAY** in **lecture hall L5** at **1.00 P.M.** to Formulate and assign the responsibility of **Internal Complaint Committee** for the **academic year 2017- 2018**.

Agenda:

1. Overview the minutes of previous meeting
2. Discuss measures to be taken during Current Academic year 2017-2018.
3. Arrangement of Awareness program.

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2017-2018	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sandip Nathe	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	

Prof. Purva Shah

Coordinator
Internal Complaint Committee





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Minutes of the Meeting of Internal **Complaint Committee** for the **academic year 2017- 2018** held on **8th December 2017** Friday in **lecture hall L5** at **1.00 P.M.**

The Following members were present:

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2017-2018	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sandip Nathe	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	



Meeting was started with a welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Following are the agenda discussed in the meeting

1	Overview the minutes of previous meeting		
a	To assign the responsibilities of committee members	<ul style="list-style-type: none">• Committee shall know the Act, Policies and relevant Service rules.• Committee shall be equipped with gathering and recording all the relevant information and documents.• Committee shall create conducive meeting environment.• Committee shall handle complaints with respect.• Committee shall not be aggressive or interruptive while receiving the complaints.• Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry.	<ul style="list-style-type: none">• Committee members have followed UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. And followed Vishaka Guidelines against sexual harassment at workplace.



		<ul style="list-style-type: none"> • Committee shall not disclose the content of the complaint. • Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC. 	
2	Discuss measures to be taken during current academic year		
a)	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, need to keep in library and make available for everyone.	<ul style="list-style-type: none"> • The Copy has been kept in Library for reference.
b)	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.	<ul style="list-style-type: none"> • A meeting has been conducted on 12th September 2017, Tuesday



c)	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.	No changes were done or either were needed to be done.
3	Arrangement of Awareness program.		
	Necessity to make every member of the institute aware about the seriousness and gravity of such act.	Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.	<ul style="list-style-type: none"> • In the orientation program dated on 18/08/2017 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms followed. • A health and hygiene program will be organized in the month of February.
There were no incidences / grievances recorded by ICC till date.			
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Amit Bhatt			



Prof. Arpita Bhatt

Presiding Officer

Internal Complaint Committee





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CIRCULAR

Date: 15-03-2018

Respected members are informed that the **concluding meeting** is scheduled on **19th March 2018**, Monday in **lecture hall L5** at **01.30 P.M.** to review the roles and responsibilities performed by **Internal Complaint Committee** for the **academic year 2017- 2018**.

AGENDA:

1. Overview of the agenda and minutes of half yearly meeting.
2. Review on performance of the committee in current Academic year.
3. Difficulties occur during execution of measures to restrict such activity.
4. Miscellaneous issues if any to be discussed by permission of committee Members.

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2017-2018	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sandip Nathe	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	

Prof. Purva Shah

Coordinator
Internal Complaint Committee





MVPS's College of Architecture

Udhaji Maratha Boarding Campus, off Gangapur Road, Nashik

Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Minutes of the meeting of Internal Complaint Committee for the academic year 2017- 2018 held on 19th March 2018 Monday in lecture hall L5 at 1.30 P.M.

The Following members were present:

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2017-2018	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sandip Nathe	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	



Meeting was started with a welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Following are the agenda discussed in the meeting

1. Overview of the agenda and minutes of half yearly meeting.

a	To assign the responsibilities of committee members	<ul style="list-style-type: none">• Committee shall know the Act, Policies and relevant Service rules.• Committee shall be equipped with gathering and recording all the relevant information and documents.• Committee shall create conducive meeting environment.• Committee shall handle complaints with respect.• Committee shall not be aggressive or interruptive while receiving the complaints.• Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry.• Committee shall not disclose the content of the complaint.	<ul style="list-style-type: none">• Committee members have followed UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. And followed Vishaka Guidelines against sexual harassment at workplace.
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		<ul style="list-style-type: none"> • Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC. 	
b	Discuss measures to be taken during current academic year		Following are the measures adopted.
I.	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, need to keep in library and make available for everyone.	The Copy has been kept in Library for reference.
II.	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.	A meeting has been conducted on 12 th September 2017, Tuesday



III.	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.	Chairperson of ICC has accessed Online complaint portal periodically, No such complaints received till now.
c	Necessity to make every member of the institute aware about the seriousness and gravity of such act.	Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.	<ul style="list-style-type: none"> • In the orientation program dated on 18/08/2017 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms followed. • Lecture by Dr. Manasi Kathaley on Women health & hygiene was held on 08th March 2018
2 Review on performance of the committee in current Academic year.			
a.	Committee followed all the norms / guidelines strictly		By organizing awareness program and by organizing meeting with students and employees of the institute



3 Difficulties occur during execution of measures to restrict such activity.			
a.	There were no difficulties faced to execute the norms or guidelines		
4. Miscellaneous issues if any to be discussed by permission of committee Members.			
a.	None of the miscellaneous issues were observed or guidelines		
<p>Internal complaint Committee was alert during current academic year 2017-2018 and hence no such complaints received till now.</p> <p>The efforts of committee was appreciated by the Presiding officer of committee and requested them to guide the new committee for the coming Academic year 2018-2019 that will be in action the next academic year as per the guidelines of UGC for formation of the committee for next 3 academic years.</p> <p>Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Bhatt</p>			



Prof. Arpita Bhatt

Presiding Officer
Internal Complaint Committee





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Date: 03/04/2018

REPORT ON INTERNAL COMPLAINT COMMITTEE

MVP Samaj's College of Architecture have formed internal Complaints Committee which follows UGC (Prevention, Prohibition, and Redressal of sexual harassment of women employee and students in higher educational institution) Regulations, 2015 read with Sexual harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 and in Partial modification of Office No.449 dates 05.08.2016, Internal Complaints committee (ICC) is reconstituted as under to deal with complaints relating to Sexual harassment at workplace.

The complaints can also be given in writing by hand to the Principal or the Presiding officer or any member of the committee and also could be drop by mail given on ICC notice board.

Suggestion -Box has been placed and checked periodically by the ICC committee to restrain on sexual harassment in the institute.

Guided all the employee of the institute on 12th September 2017 from Teaching and Non-teaching departments about the UGC (Prevention, Prohibition, and Redressal of sexual harassment of women employee and students in higher educational institution) Regulations, 2015, Vishakha guidelines and handbook on Sexual Harassment of Women at Workplace





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In the orientation program dated on 18/08/2017 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms followed.

A Lecture on Women health & hygiene was held on 08th March 2018 to make the women employee and girl students aware of the issues related to women health by Dr. Manasi Kathaley Professor at Dr. Vasant Rao Pawar Medical College, Hospital & Research Center Nashik.

The ICC committee timely conducted meetings to know the status of the guidelines and its implementations. The committee also conducted timely awareness programs for everyone in the institute

There is no sexual harassment incidences noted complaint received in the current academic year 2017-2018.

Prof. Arpita Amit Bhatt

Presiding Officer

Internal Complaints Committee





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Committee meeting; members reading the guidelines to be implemented in the current academic year.





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CIRCULAR

Date:22/06/2017

FORMATION OF INSTITUTE LEVEL STUDENTS GRIEVANCE REDRESSAL CELL


As per UGC regulation 2012

The Institute has formed the following Students Grievance Redressal Cell for overseeing the implementation of the provisions made according to decisions taken under above mentioned Act.

The committee is effective for 2 Academic year 2017 -2018 and 2018-2019

Following are the respected members of the cell for the current Academic Year

SR. NO.	Grievance Redressal Cell 2017-2018	DESIGNATION
1	Dr. Prajakta Baste	Chairperson Of Committee
2	Prof. Niketa Kothavale	Faculty Member
3	Prof. Kiran Kadam	Faculty Member
4	Adv. S.S Khairnar	Ombudsman


Dr. Prajakta Baste
Principal





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Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

NOTICE

DATE : 04/07/2017

This is to inform following faculty members to remain present for Students Grievance Redressal meeting on 5th July 2017 in Principal's cabin at 2.00 p.m.

1. Prof. Niketa Kothawale
2. Prof. Kiran Kadam


Dr. Prajakta Baste
(Principal)



Academic year - 2017-18

Students Grievance Redressal Cell.

* Meeting dated - 5th July 2017

Members Present - Dr. Projakta Baste, Prof. Niketa Kothawale, Prof. Kiran Kadam, Mr. Sandip Nathe, Mr. Pankaj Khapure.

Students' Grievances Received -


1. Extra electrical points required in studios for working on laptops.
2. Person at xerox facility is not available oftentimes.
3. Facility for sheets plotting is required in college.

Action taken -

1. Instructions were given to install electric switch points in studios to facilitate students to work on their laptops.
2. The timing for xerox facility for students ~~was~~ scheduled from 1:00 p.m. to 3:30 p.m. and a person to be dedicated for the same during scheduled time -
3. ~~person~~ Mr. Khapure was instructed to get quotations for 36" size plotter & discuss.

Members Present :-

- ① Dr. Projakta Baste
- ② Prof. Niketa Kothawale
- ③ Prof. Kiran Kadam
- ④ Mr. Sandip Nathe
- ⑤ Mr. Pankaj Khapure.





STUDENTS GRIEVANCES.

we cannot work on our Laptop's in studio's. No electrical point.

Please provide plotter in college we have to go outside.

Person at zerox machine often not available we have to go outside





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NOTICE

DATE : 19/01/2018

This is to inform following faculty members to remain present for Students Grievance Redressal meeting on 22nd January 2018 in Principal's cabin at 1.00 p.m.

1. Prof. Niketa Kothawale
2. Prof. Kiran Kadam


Dr. Prajakta Baste
(Principal)



Meeting dated 22nd January 2018

Members Present -

Dr. Projakta Baste, Prof. Niketa Kothawale, Prof. Kiran Kadam,
Mr. Vijay Dhikale, Mr. Sandip Nathe, Mr. Pankaj Khapare,
Mr. Rahul Aber, Mr. Tajane.

Students' Grievances received -

1. Facility to work in workshop for extended hours for model making.
2. Sports facilities are required.
3. Wi-fi speed is slow.
4. Colour printer is required in college.

Action taken -

1. Two dedicated workshop technical staffs are appointed and directed to help students during their modelmaking process in workshop during extended hours.
2. Instructions given to physical education officer to make the list of sports equipments required to be purchased alongwith tentative budget & discuss the same.
3. Mr. Khapare was instructed to analyse & discuss the need and locations for additional wireless access points to improve wi-fi connectivity.
4. Mr. Khapare - to take quotation for colour printer from vendor & discuss.

Members Present -

① Dr. Projakta Baste

② Prof. Niketa Kothawale

③ Prof. Kiran Kadam

④ Mr. Rahul Aber

⑤ Mr. Tajane

Signature of Dr. Projakta Baste
Signature of Prof. Niketa Kothawale
Signature of Prof. Kiran Kadam

STUDENTS GRIEVANCES

Date: / /
Page No.:

Mam please allow us to work in workshop after college we cannot complete models.

Sports facilities should be there in our college.
Kindly accept.

1) Wifi speed is too slow.
Please increase the speed.
It's too irritating for surfing.

Thank you Mam.
2) Colour Printer is also needed in college.



Meeting dated 23rd January 2018

2017-18



Faculties opening suggestion box for knowing students' grievances





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5.1.5

The Institution has a transparent mechanism for timely Redressal of student grievances including sexual harassment and ragging cases.

5) Academic Year 2016-2017

A) Anti-Ragging Committee

- **Committee Formations / Appointment**
- **Mom's (Annually 2 Meetings)**
- **Reports (Squad & Committee Report)**

B) Internal Complaints Committee

- **Committee Formations / Appointment**
- **Mom's (Annually 3 Meetings)**
- **Reports (Committee Report)**



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Date: 29/06/2016

CIRCULAR

This is to inform all the dignitaries that the institution has appointed you as member of anti-ragging committee and anti-ragging squad for the year 2016-2017 overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per the directions of **Supreme Court of India/UGC regulation on curbing the menace of ragging in the higher educational institution, 2009 (No. F 1-16/2007(CPP-II) April, 2009; and Directives of Maharashtra prohibition of Anti-Ragging Act, 1999, (MAHARASHTRA ACT NO.XXXIII OF 1999)**

SR. NO.	ANTI RAGGING COMMITTEE MEMBER 2016-2017	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson of Committee	
2	Prof. Abhishek Nasikakar	Committee Member	
3	Mr. Sachin Gaikwad	Coordinator	
4	Mr. Dilip Aware	Parent Member	
5	Mast. Hardik Dhadiwal	Student Member	
6	Miss. Rasika Dengele	Student Member (First year)	
7	Mr. Rahul Aher	Non-Teaching Staff Member	
8	Inspector, Gangapur Road Police Station	Police Member	
9	MVP Media Centre	Media	
10	Mr. Nitin Paranjape Abhivvyakti Media For Development	Non-Government Organization	





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SR. NO.	ANTI RAGGING SQUAD 2016-2017	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Chairperson of Squad	
2	Prof. Suruchi Ranadive	Faculty Member	
3	Prof. Ashish Khemnar	Faculty Member	

Dr. Prajakta Baste
Principal





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Date: 04-08-2016

CIRCULAR

All the respected members are informed that a meeting is scheduled on **08th August 2016**, Monday in **lecture hall L5** at **11.30 A.M.** to formulate and assign the responsibility of **Anti-Ragging Committee** for the **academic year 2016- 2017**

Faculty members and Non-teaching staff and Students representatives are requested to remain present for the same.

- AGENDA:**
1. Overview of the Performance of last committee members.
 2. Handover responsibility to newly formed committee.
 3. To understand the roles & responsibilities to be performed.

SR. NO.	ANTI RAGGING COMMITTEE MEMBER & ANTI RAGGING SQUAD 2016-2017	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson of Committee	
2	Prof. Abhishek Nashikakar	Faculty Member	
3	Mr. Dilip Aware	Parent Member	
4	Mast. Hardik Dhadiwal	Student Member	
5	Miss. Rasika Dengele	Student member (First year)	
6	Mr. Sachin Gaikwad	Co-ordinator	
7	Mr. Rahul Aher	Non-Teaching Staff Member	
8	Inspector, Gangapur Road Police Station	Police Member	
9	MVP Media Centre	Media	
10	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
11	Prof. Arpita Bhatt	Chairperson of Squad	
12	Prof. Suruchi Ranadive	Anti-Squad Member	
13	Prof. Ashish Khemnar	Anti-Squad Member	



Mr. Sachin Gaikwad
Corodinator
Anti – Ragging Committee



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Minutes of the Meeting of **Anti Ragging Committee** for the **academic year 2016- 2017** held on **08th August 2016** Monday in lecture hall L5 at **11.30 AM**.

The Following members were present:

SR. NO.	ANTI RAGGING COMMITTEE MEMBER & ANTI RAGGING SQUAD 2016-2017	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson of Committee	
2	Prof. Abhishek Nashikakar	Faculty Member	
3	Mr. Dilip Aware	Parent Member	
4	Mast. Hardik Dhadiwal	Student Member	
5	Miss. Rasika Denge	Student member (First year)	
6	Mr. Sachin Gaikwad	Co-ordinator	
7	Mr. Rahul Aher	Non-Teaching Staff Member	
8	Inspector, Gangapur Road Police Station	Police Member	
9	MVP Media Centre	Media	
10	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
11	Prof. Arpita Bhatt	Chairperson of Squad	
12	Prof. Suruchi Ranadive	Anti-Squad Member	
13	Prof. Ashish Khemnar	Anti-Squad Member	



Meeting started with a warm welcome by chairperson of committee Dr. Prajakta Baste			
Discussed various agendas as listed below:			
Agenda	Discussion	Decision	Action taken
1	Overview of the agenda and minutes of last meeting		
1.1	To read and confirm the minutes of the previous meeting of the Anti-Ragging Committee held on 6th March 2015.	The minutes of the previous meeting was approved by the Anti-Ragging committee and anti-ragging Squad committee	No cases of ragging were noted. It was decided to follow the prevention measures and working system of the previous year.
2	Handover responsibilities to the committee members.		
2.1	The anti-ragging committee and anti-ragging squad was asked to follow the guidelines.	The committees decided to follow UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	
3	To understand the roles and responsibilities to be performed		
3.1	Curbing of menace of ragging	Awareness in the institution a. Display of posters throughout the campus b. Notice board with the consequences of ragging and punishments mentioned.	
3.2	Punishments as per UGC	Committee decided to follow the UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	



3.3	The ragging is totally forbidden in the campus	If anybody found guilty of ragging and/or supporting ragging actively or passively is liable to be punished in reference with Regulations as well as under the provisions of any panel law '.	
3.4	Measures to be taken to control ragging in the campus	Head of the institute has decided that Anti ragging committee will periodically review the situation as per the information supplied by the Anti-ragging Squad.	
		To inform the faculty members to suspend the 1 st year classes on time by 2.20 P.M and to make sure the students leave the class by 2.45 P.M latest and the respective faculty to be in the class until the last student leave the class.	
		To assign 2 peons to make sure the 1 st year students leave the premises latest by 2.45 and to be vigilant if any incidence is occurring.	
		To inform the watchman to be vigilant in the parking areas and in the campus if the 1 st year students are waiting after college timings.	
3.5	Measures to be taken to control ragging in the campus	Faculty members are informed to observe any behavioral change amongst any student or group of students within themselves or with anyone.	



		Periodic maintenance of CCTV cameras	
		Planning surprise visits of Anti-ragging Squads in the campus premises, around the premises and in the hostel.	
		To inform faculty members other than Anti ragging committee to keep close watch in the campus to prevent ragging	
		To inform all the non-teaching members to be vigilant and to report any of the incidences if occurring.	
The meeting was concluded with vote of thanks by Dr. Prajakta Baste.			



Prof. Arpita Bhatt
Committee Member



Dr. Prajakta Baste
Principal
Chairperson of Committee





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CIRCULAR

Date: 09-03-2017

Respected members a meeting is scheduled on **21th March 2017**, Tuesday in lecture hall **L5** at **1.00 P.M** to review the performance of **Anti-Ragging Committee** for the **academic year 2016- 2017**

Following faculty members and Non-teaching staff and Students representatives from Architecture are requested to remain present for the same.

- AGENDA:**
1. Overview of the agenda and minutes of last meeting.
 2. Implementation of measures which were decided in the first meeting held on 08-08-2016
 3. Miscellaneous issues if any to be discussed by permission of committee Members

SR. NO.	ANTI RAGGING COMMITTEE MEMBER 2016-2017	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson Of Committee	
2	Prof. Abhishek Nasikakar	Committee Member	
3	Mr. Dilip Aware	Parent Member	
4	Mast. Hardik Dhadiwal	Student Member	
5	Miss. Rasika Denge	Student member (First year)	
6	Mr. Sachin Gaikwad	Coordinator	
7	Mr. Rahul Aher	Non-Teaching Staff Member	
8	Inspector, Gangapur Road Police Station	Police Member	
9	MVP Media Centre	Media	
10	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
11	Prof. Arpita Bhatt	Chairperson Of Squad	
12	Prof. Suruchi Ranadive	Anti-Squad Member	
13	Prof. Ashish Khemnar	Anti-Squad Member	



Mr. Sachin Gaikwad
Coordinator
Anti-Ragging Committee



MVPS's College of Architecture

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Minutes of the Meeting of **Anti Ragging Committee** for the **academic year 2016- 2017** held on **21th March 2017** Tuesday in **lecture hall L5** at **1.00 P.M.**

The Following members were present:

SR. NO.	ANTI RAGGING COMMITTEE MEMBER 2016-2017	DESIGNATION	SIGNATURE
1	Dr. Prajakta Baste	Chairperson Of Committee	
2	Prof. Abhishek Nasikakar	Committee Member	
3	Mr. Dilip Aware	Parent Member	
4	Mast. Hardik Dhadiwal	Student Member	
5	Miss. Rasika Denge	Student member (First year)	
6	Mr. Sachin Gaikwad	Coordinator	
7	Mr. Rahul Aher	Non-Teaching Staff Member	
8	Inspector, Gangapur Road Police Station	Police Member	
9	MVP Media Centre	Media	
10	Mr. Nitin Paranjape Abhivyakti Media For Development	Non-Government Organization	
11	Prof. Arpita Bhatt	Chairperson Of Squad	
12	Prof. Suruchi Ranadive	Anti-Squad Member	
13	Prof. Ashish Khemnar	Anti-Squad Member	



Meeting started with a warm welcome by chairperson of committee Dr. Prajakta Baste

Discussed various agendas as listed below:

Agenda	Discussion	Decision	Action taken
1.0	Overview of the agenda and minutes of last meeting		
	To read and confirm the minutes of the previous meeting of the Anti-Ragging Committee held on 6th March 2015.	The minutes of the previous meeting was approved by the Anti-Ragging committee and anti-ragging Squad committee	No cases of ragging were noted. It was decided to follow the prevention measures and working system of the previous year.
1.2	Handover responsibilities to the committee members.		
	The anti-ragging committee and anti-ragging squad was asked to follow the guidelines.	The committees decided to follow UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	Committees followed the UGC regulations on restriction on menace of ragging in higher educational institutions 2009 very strictly and made sure all preventive measure are being followed by the entire institute
1.3	To understand the roles and responsibilities to be performed		
	The Committees will take all necessary steps to prevent ragging incidences	To follow all the guidelines provided in the UGC regulation	Implementation of the measures are the carried out, the details of the same are mentioned in agenda 2.0 below



2.0	Implementation of measures taken		
2.1	Curbing of menace of ragging	<p>Awareness in the institution</p> <p>a. Display of posters throughout the campus</p> <p>b. Notice board with the consequences of ragging and punishments mentioned.</p>	<p>a. Poster on Prohibition of ragging were put in the premises, in the campus and in the parking areas</p> <p>b. Notice board has been placed with the consequences of ragging and punishments mentioned as stated in UGC guidelines.</p>
2.2	Punishments as per UGC	Committee decided to follow the UGC regulations on restriction on menace of ragging in higher educational institutions 2009.	<p>A meeting was conducted to Instruction about Anti ragging policy of the institute based on UGC regulations given to the senior students.</p> <p>On 5/8/2016 in 3 day orientation program for the 1st year fresher students were informed about the UGC regulations on prohibition of ragging.</p>
2.3	The ragging is totally forbidden in the campus	If anybody found guilty of ragging and/or supporting ragging actively or passively is liable to be punished in reference with Regulations as well as under the provisions of any panel law '.	No such complaints received
2.4	Measures to be taken to control ragging in the campus	Head of the institute has decided that Anti ragging committee will periodically review the situation as per the information supplied by the Anti-ragging Squad.	No complaints received.



		To inform the faculty members to suspend the 1 st year classes on time by 2.20 P.M and to make sure the students leave the class by 2.45 P.M latest and the respective faculty to be in the class until the last student leave the class.	Faculty members were informed by calling a meeting on 29th August 2016, Monday about the timings and not to leave the class until all students are out, all the faculties followed that.
		To assign 2 peons to make sure the 1 st year students leave the premises latest by 2.45 and to be vigilant if any incidence is occurring.	A meeting was called on 29th August 2016, Monday conducted with the non-teaching staff, 2 peons were assigned the job and were reporting periodically about the updates, but none of such activities nor did incidences happen.
		To inform the watchman to be vigilant in the parking areas and in the campus if the 1 st year students are waiting after college timings.	The watchman was informed in the meeting on 29th August 2016, Monday conducted with the non-teaching staff that he should be vigilant and to make sure to asked the 1 st year students to leave the campus immediately and do not allow them to stand in parking areas for any reasons, the watchman followed the instructions strictly
2.5	Measures to be taken to control ragging in the campus	Faculty members are informed to observe any behavioral change amongst any student or group of students within themselves or with anyone.	Faculty members were informed by calling a meeting on 29th August 2016, Monday to observe any behavioral change. None of such activity or change was seen. Healthy atmosphere was observed in the classroom throughout.



		Periodic maintenance of CCTV cameras	All the CCTV cameras were functioning properly.
		Planning surprise visits of Anti-ragging Squads in the campus premises, around the premises and in the hostel.	Surprise visits by anti-ragging squad to the studio spaces and classrooms happened almost twice a week, hostel visit were planned at regular intervals.
		To inform faculty members other than Anti ragging committee to keep close watch in the campus to prevent ragging	A meeting on 29th August 2016, Monday was arranged to inform the faculty members to be vigilant about any incidence happening around. None of such incidences occurred in the campus.
		To inform all the non-teaching members to be vigilant and to report any of the incidences if occurring.	A meeting was arranged on 29th August 2016, Monday to inform the non-teaching members to be vigilant about any incidence happening around. None of such incidences occurred in the campus.
3.0	Miscellaneous issues if any to be discussed		
		None of the issues were recorded neither were observed	No cases / incidences found
Dr. Baste appreciated the efforts made by the committee to curb the menace of ragging, she requested the committee members to guide the committee members for next committee for the academic year 2017-2018			
The meeting was concluded with vote of thanks by Dr. Prajakta Baste.			



Prof. Arpita Bhatt
Committee Member



Dr. Prajakta Baste
Principal
Chairperson of Committee





MVPS's College of Architecture

Udhaji Maratha Boarding Campus, off Gangapur Road, Nashik

Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Date: 12/04/2017

ANTI RAGGING SQUAD REPORT 2016-2017

MVP Samaj's College of Architecture decided to form an Anti-Ragging committee and Anti ragging Squad which follows the UGC regulations on restriction on the menace of ragging in higher educational institutions 2009 and other directives issued as per the Hon'ble Supreme Court of India and the regulations of State Govt.

Institute formed Anti ragging committee along with Anti ragging squad which have paid surprise visit to college premises, campus and hostel periodically to check if such activities are occurring.

Anti-ragging Squad took measures for prevention and prohibition of ragging in the college campus by visiting the studio/ lecture spaces after 2.30 P.M -2.45 P.M to make sure any prohibited activity is not taking place.

The Squad made periodical surprise visits to the terraces, parking areas, and the areas around the building in campus to make sure any prohibited activity is not taking place.

The Squad made surprise visits hostel to understand the environment and the culture.

The squad observed for any miscellaneous activity happening with the fresher's.

The squad was also vigilant about the behavioral changes in the fresher's and even in the senior students

The squad periodically made interactions with the 1st year students to understand and take them in confidence to know if any kind of prohibited activity is happening to any one of them.

The squad reported none of the prohibited activity happened in the academic year 2016-2017, thus no such complaints were registered.

Prof. Suruchi Randive

Committee Member

Prof. Arpita Bhatt

Chairperson of Squad





MVPS's College of Architecture

Udhaji Maratha Boarding Campus, off Gangapur Road, Nashik

Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Date: 18/04/2017

ANTI RAGGING COMMITTEE REPORT 2016-2017

MVP Samaj's College of Architecture decided to form an Anti Ragging committee which follows the UGC regulations on restriction on the menace of ragging in higher educational institutions 2009 and other directives issued as per the Hon'ble Supreme Court of India and the regulations of State Govt.

Institute has formed Anti ragging squad along with Anti Ragging committee and both the committee paid surprise visit to college and hostel periodically to check if such activities are preformed.

Report of both Anti Ragging committee and Anti Ragging Squad on the basis of their activities carried out in the current academic Year 2016-2017 as follows,

The Anti-Ragging Committee has been actively functioning for specific purpose to restrain the ragging in and outside the college campus.

In the meeting of the beginning of academic year 2016-2017, committee member of the Anti-Ragging committee, Principal Dr. Prajakta Baste informed all the senior students about gravity and consequences of ragging in and around the institutional campus.

Dr. Baste also informed the 1st year on the day of orientation about the rights of fresher's and explained them in detail about the Anti-ragging act, she also explained that the measures and the procedure to be taken in case if the incidence occurs.

Dr. Baste shared with 1st year students the 24*7 helpline no's of the committee members, along with anti-ragging email id (cares.antiragging@cansnashik.org) to send their complaints in case if any such incidence takes place, she also told the students that they can directly approach any faculty member, non-teaching staff as per the students comfort to report any incidences occurring with them or any other classmate.

Fresher's party – a welcoming party was organized on 1st September 2016 on the eve of foundation day for the 1st year students by the senior batches to make a healthy interaction in front of all faculty members.





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As per the instruction, students have filled their anti-ragging affidavit form and submitted to the current Anti ragging committee members (Faculty members) while taking admission for further class.

The academic year 2016-2017, no such complaint has been received.

The first year students were assured that institute does not appreciate and support such events.

Prof. Arpita Bhatt

Committee Member

Dr. Prajakta Baste

**Principal
Chairperson of Anti-Ragging
Committee**





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Date: 27/06/2016

CIRCULAR

This is to inform all the dignitaries that the institution has **appointed** the following members of Internal Complaints Committee for the **year 3 academic years 2015-2018** (A.Y 2015-2016, A.Y 2016-2017, A.Y 2017-2018) overseeing the implementation of the provisions made according to decisions taken under the mentioned Act.

As per directions of **UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. (No. F 91-1/2013(TFGS) May, 2016**

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2016-2017	DESIGNATION
1	Prof. Arpita Amit Bhatt	Presiding Officer
2	Prof. Umesh Hirawe	Faculty Member
3	Prof. Ketki Joshi	Faculty Member
4	Prof. Purva Shah	Coordinator
5	Mr. Sachin Gaikwad	Non-Teaching Staff Member
6	Mrs. Rupali Patil	Non-Teaching Staff Member
7	Mast. Madhusudan Chandak	Student Representative
8	Miss. Vaishnavi Boraste	Student Representative
9	Mast. Tushar Parise	Student Representative
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization




Dr. Prajakta Baste
Principal



MVPS's College of Architecture

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Date: 04-08-2016

CIRCULAR

Respected members are informed that the 1st academic meeting is scheduled on **08th August 2016**, Monday in **lecture hall L5** at **1.30 P.M.** to formulate and assign the responsibility of **Internal Complaint Committee** for the **academic year 2016- 2017**.

Agenda:

1. Overview the Minutes of last meeting for the academic year 2015-2016
2. Assign responsibility to Committee member
3. Discuss the measures to be taken during Current Academic year 2016-2017.
4. Arrangement of Awareness program.

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2016-2017	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sachin Gaikwad	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyahti, Media for Development	Non-Government Organization	



Prof. Purva Shah

Coordinator
Internal Complaint Committee



MVPS's College of Architecture

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Phone : 0253-2570822. Email : cansnashik@mvp.edu.in

Minutes of the Meeting of Internal Complaint Committee for the academic year 2016- 2017 held on 08th August 2016 Monday in lecture hall L5 at 1.30 P.M.

The Following members were present:

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2016-2017	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sachin Gaikwad	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	



Meeting was started with a very warm welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Prof. Arpita Bhatt informed that as per the guidelines issued by Ministry of Women and Child Development, institute must continue with practice of having constitution of an ICC, and to follow the roles and responsibilities and preventive measure as per UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015.

Prof. Bhatt further described the role of ICC and made aware about their responsibility to contribute to the cause.

Following were the Agenda for the meeting :-

1	Reviewed minutes of meeting of last academic year 2015-2016	<p>A) In the last academic year no cases / incidences of any kind of Sexual harassment was noted.</p> <p>B) In the last meeting it was decided to continue with the same committee members for the present academic year 2016-2017 and no change was needed to be adopted.</p>
2	To assign the responsibilities of committee members	<ul style="list-style-type: none">• Committee shall know the Act, Policies and relevant Service rules.• Committee shall be equipped with gathering and recording all the relevant information and documents.• Committee shall create conducive meeting environment.• Committee shall handle complaints with respect.• Committee shall not be aggressive or interruptive while receiving the complaints.



		<ul style="list-style-type: none"> • Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry. • Committee shall not disclose the content of the complaint. • Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC.
3	Discuss measures to be taken during current academic year	
a)	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, need to keep in library and make available for everyone.
b)	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.
c)	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.
d)	Reporting the complaint offline	A complaint Drop box/Suggestion Box is already been placed and need to check it periodically and require to update muster accordingly.



4	Arrangement of Awareness program.	Necessity to make every member of the institute aware about the seriousness and gravity of such act. Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Bhatt		



Prof. Arpita Bhatt

Presiding Officer

Internal Complaint Committee





MVPS's College of Architecture

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Date: 13-12-2016

CIRCULAR

Respected members are informed that the **half yearly meeting** is scheduled on **19th December 2016**, Monday in **lecture hall L5** at **1.00 P.M.** to Formulate and assign the responsibility of **Internal Complaint Committee** for the **academic year 2016- 2017**.

Agenda:

1. Overview the minutes of previous meeting
2. Discuss measures to be taken during Current Academic year 2016-2017.
3. Arrangement of Awareness program.

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2016-2017	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sachin Gaikwad	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	



Prof. Purva Shah

Coordinator
Internal Complaint Committee



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Minutes of the Meeting of Internal Complaint Committee for the academic year 2016- 2017 held on 19th December 2016 Monday in lecture hall L5 at 1.00 P.M.

The Following members were present:

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2016-2017	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sachin Gaikwad	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhiviyakti, Media for Development	Non-Government Organization	



Meeting was started with a welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Following are the agenda discussed in the meeting

1 Overview the minutes of previous meeting

a To assign the responsibilities of committee members

- Committee shall know the Act, Policies and relevant Service rules.
- Committee shall be equipped with gathering and recording all the relevant information and documents.
- Committee shall create conducive meeting environment.
- Committee shall handle complaints with respect.
- Committee shall not be aggressive or interruptive while receiving the complaints.
- Committee shall assure confidentiality, non-retaliation and recommend interim measure to conduct a fair enquiry.
- Committee shall not disclose the content of the complaint.
- Committee shall not disclose the Identity and address of complainant,

• Committee members have followed UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. And followed Vishaka Guidelines against sexual harassment at workplace.



		respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC.	
2	Discuss measures to be taken during current academic year		
a)	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace and students of the institute, need to keep in library and make available for everyone.	The Copy has been kept in Library for reference.
b)	To curtail Sexual harassment of women in and around campus	The Teaching and Non- teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.	A meeting has been conducted on 29 th August 2016, Monday
c)	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.	No changes were done or either were needed to be done.
d)	Reporting the complaint offline	A complaint Drop box/Suggestion Box is already been placed and need to check it periodically	The complaint box is opened once every semester for any students grievances but no sexual harassment case or



			issues or incidences were reported
3	Arrangement of Awareness program.		
	Necessity to make every member of the institute aware about the seriousness and gravity of such act.	Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.	<ul style="list-style-type: none"> • In the orientation program dated on 05/08/2016 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms followed. • Sexual harassment program will be organized in the coming months.
There were no incidences / grievances recorded by ICC till date.			
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Amit Bhatt			

Prof. Arpita Bhatt

Presiding Officer

Internal Complaint Committee





MVPS's College of Architecture

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CIRCULAR

Date: 09-03-2017

Respected members are informed that the **concluding meeting** is scheduled on **20th March 2017**, Monday in **lecture hall L5** at **01.30 P.M.** to review the roles and responsibilities performed by **Internal Complaint Committee** for the **academic year 2016- 2017**,

AGENDA:

1. Overview of the agenda and minutes of half yearly meeting.
2. Review on performance of the committee in current Academic year.
3. Difficulties occur during execution of measures to restrict such activity.
4. Miscellaneous issues if any to be discussed by permission of committee Members.

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2016-2017	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sachin Gaikwad	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhivyakti, Media for Development	Non-Government Organization	



Prof. Purva Shah
Coordinator
Internal Complaint Committee



MVPS's College of Architecture

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Minutes of the meeting of Internal **Complaint Committee** for the **academic year 2016- 2017** held on **20th March 2017** Monday in **lecture hall L5** at **1.30 P.M.**

The Following members were present:

Sr. No.	INTERNAL COMPLAINT COMMITTEE MEMBER (ICC) 2016-2017	DESIGNATION	SIGNATURE
1	Prof. Arpita Bhatt	Presiding Officer	
2	Prof. Umesh Hirawe	Faculty Member	
3	Prof. Ketaki Joshi	Faculty Member	
4	Prof. Purva Shah	Coordinator	
5	Mr. Sachin Gaikwad	Non-Teaching Staff Member	
6	Mrs. Rupali Patil	Non-Teaching Staff Member	
7	Mast. Madhusudan Chandak	Student Representative	
8	Miss. Vaishnavi Boraste	Student Representative	
9	Mast. Tushar Parise	Student Representative	
10	Mr. Nitin Paranjape Abhiviyakti, Media for Development	Non-Government Organization	



Meeting was started with a welcome by Presiding officer of Committee Prof. Arpita Bhatt.

Following are the agenda discussed in the meeting

1. Overview of the agenda and minutes of half yearly meeting.

a	To assign the responsibilities of committee members	<ul style="list-style-type: none">• Committee shall know the Act, Policies and relevant Service rules.• Committee shall be equipped with gathering and recording all the relevant information and documents.• Committee shall create conducive meeting environment.• Committee shall handle complaints with respect.• Committee shall not be aggressive or interruptive while receiving the complaints.• Committee shall assure confidentiality, non-retaliation and	<ul style="list-style-type: none">• Committee members have followed UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institution's) Regulations, 2015. And followed Vishaka Guidelines against sexual harassment at workplace.
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		<p>recommend interim measure to conduct a fair enquiry.</p> <ul style="list-style-type: none"> • Committee shall not disclose the content of the complaint. • Committee shall not disclose the Identity and address of complainant, respondent and witnesses; information pertaining to conciliatory or inquiry proceedings or recommendations of the ICC. 	
b	Discuss measures to be taken during current academic year		Following are the measures adopted.
1.	Guidelines to be set to report the complaint	Copy of Vishakha Guidelines, Handbook on Sexual harassment of women at workplace and College policy on Sexual harassment of women at workplace	The Copy has been kept in Library for reference.



		and students of the institute, need to keep in library and make available for everyone.	
II.	To curtail Sexual harassment of women in and around campus	The Teaching and Non-teaching staff shall be sensitized about the act - Prevention, Prohibition and Redressal of Sexual harassment of women at workplace.	A meeting has been conducted on 29 th August 2016, Monday
III.	Reporting the complaint online	Online complaint portal is already been uploaded on website, need to check if any change has to be done.	Chairperson of ICC has accessed Online complaint portal periodically, No such complaints received till now.
IV.	Reporting the complaint offline	A complaint Drop box/Suggestion Box is already been placed and need to check it periodically	The complaint box is opened once every semester for any students grievances but no sexual harassment case or issues or incidences were reported



c	Necessity to make every member of the institute aware about the seriousness and gravity of such act.	Awareness program need to be organized to sensitize the importance of safety, health and hygiene, Gender sensitivity, equity for women in workplace.	<ul style="list-style-type: none"> • In the orientation program dated on 05/08/2016 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms followed. • Sexual harassment program has been organized on 27/02/2017 by Prof. Arpita Bhatt.
2 Review on performance of the committee in current Academic year.			
a.	Committee followed all the norms / guidelines strictly		By organizing awareness program and by organizing meeting with students and employees of the institute
3 Difficulties occur during execution of measures to restrict such activity.			



a. There were no difficulties faced to execute the norms or guidelines		
4. Miscellaneous issues if any to be discussed by permission of committee Members.		
a. None of the miscellaneous issues were observed or guidelines		
<p>Internal complaint Committee was alert during current academic year 2016-2017 and hence no such complaints received till now.</p> <p>Principal Dr. Prajakta Baste appreciated the efforts taken by the committee and requested them to continue committee for the coming Academic year 2017-2018 as per the guidelines of UGC for formation of the committee for 3 academic years</p>		
Meeting concluded with the vote of thanks by Presiding officer Prof. Arpita Bhatt		

Prof. Arpita Bhatt

Presiding Officer
Internal Complaint Committee





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Date: 20/03/2017

REPORT ON INTERNAL COMPLAINT COMMITTEE

MVPS's College of Architecture have formed internal Complaints Committee which follows UGC (Prevention, Prohibition, and Redressal of sexual harassment of women employee and students in higher educational institution) Regulations, 2015 read with Sexual harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 and in Partial modification of Office No.449 dates 05.08.2016, Internal Complaints committee(ICC) is reconstituted as under to deal with complaints relating to Sexual harassment at workplace.

The complaints can also be given in writing by hand to the Principal or the Presiding officer or any member of the committee and also could be drop by mail given on ICC notice board.

Suggestion-Box has been placed and checked periodically by the ICC committee to restrain on sexual harassment in the institute.

In the orientation program dated on 05/08/2016 the 1st year Students were made aware about the ICC committee members, Guidelines/ norms followed.

Sexual harassment program has been organized on 27/02/2016 by ICC Presiding officer Prof. Arpita Bhatt.

There is no sexual harassment complaint received in the current academic year 2016-2017.

Prof. Arpita Bhatt

Presiding Officer

