

# **Grievance Redressal Cell**

15-08-2014

First meeting of Grievance redressal cell is held on 15 Aug 2014 at 11:30 a.m.

### Agenda of meeting

- Discussion on the working strategies
- Discussion on the mode of publicity among the students

### Minutes

- In the meeting redressal grievance cell headed by dr. Manjari Shukla following points were discussed
- on the wall magazine of the each faculty, information about grievance cell will be displayed.
- Mobile number of the all members of the committee will be displayed on the display board.
- Any grievance which comes to the committee

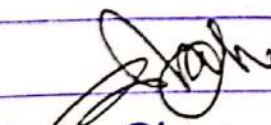
will be recorded and resolved under the guidance of college leadership

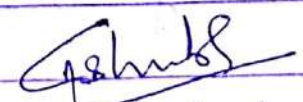
- Related grievance will be addressed as soon as possible
- Students will be informed that if they have any grievance they can openly come to the any member of the committee at displayed timing


Dr. Manjari Shukla — 2.10 to 3.00

Dr. Rita Chauhan — 9:30 to 10:00 am

Dr. Ritu Jaiswal — 12:30 to 1:00 p.m.

  
Dr. Rita Chauhan  
(member)

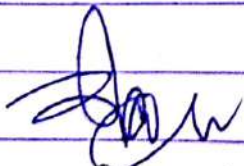
  
Dr. Manjari Shukla  
(chairman)

  
Dr. Ritu Jaiswal  
(member)


20-02-2015

The closing meeting of the grievance redressal cell was held on 20 Feb 2015 in IQAC room at 12:30 P.M. following points were discussed.

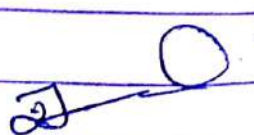
- chairperson of the committee was shown the satisfaction that no grievance coming to the committee is the signal of conducive environment in the campus for the teaching learning.
- It was decided in the meeting that in the next session few teachers of self financing scheme will be nominated member of the committee, 1 teacher from the commerce, 1 teacher from science, 1 from teacher education.



Dr. Rita Chauhan  
(Member)



Dr. Manjari Shukla  
(Chairman)



Dr. Ritu Jaiswal  
(Member.)

2015-16

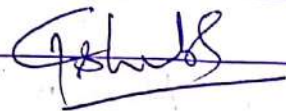
03-08-2015

A meeting of Grievance redressal Cell was held in Conference room at 11:00 am. Following points were discussed.

- committee Chairperson Dr. Manjari Shukla welcomed following new members of the committee -  
Dr. Meena Chaturvedi (B.Com)  
Dr. Manju Mishra (B.Ed)  
Dr. Sumita Sahgal (Science)
- Dr. Manjari Shukla presented the minutes of closing meeting of last session which was approved by the committee.
- It was decided that in this current session one member of the committee will take the related responsibility for own faculty but all the members will be available for the same.
- It was decided that on 15<sup>th</sup> August and A students meeting will be organized with ~~be~~ all the members of Grievance Cell because that day maximum students of the college will be gathered in the campus for the Independence day celebration. committee

will make a rapport with them for the concern task.

- It was decided that in this session also wall magazine will be use for any information and notification for the students. Site by site. on the display board, inside the classrooms will also be used for the same.



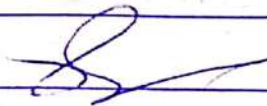
Dr. Manjari Shukla  
Chairperson

Members:

Dr. Rita ~~Sharma~~ Chauhan

Dr. Ritu Jainwal

Dr. Sumita Sehgal



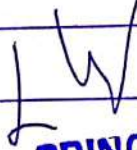
Manju



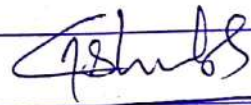
20.1.2016

A meeting was held under the chairperson's chairmanship of new appointed Principal Dr. Lalima Singh on 20.1.2016 in principal office at 11:30 am.

- Minutes of last meeting was presented by the chairperson of the Grievance Redressal Cell which was approved by the committee.
- Principal showed the satisfaction that no grievance accrued in the last session.
- It was decided that on the time of admission in the each faculty one member of committee will be their to inform the students as well as parents about the significance of this committee.

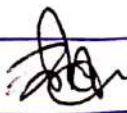


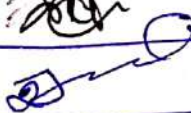
**PRINCIPAL**  
S. S. Khanna Girl's Degree College  
Allahabad



Dr. Manjari Shukla  
Chairperson

Members:

Dr. Rita Chauhan 

Dr. Rita Jaiswal 

2016-17

23/07/16

A meeting was held in the principal office at 2:00 pm on 23/07/16 under the chairmanship of the principal. Decided and discussed points are followings:

- Dr. Manjari Shukla presented the minutes of last meeting which was approved by the committee.
- It was decided that Dr. Ritu Jaiswal will be <sup>with</sup> the B.A. admission committee, Dr. Manju Mishra with B.Ed admission committee, Dr. Sumita Sahgal with Science admission committee and Dr. Meena Chaturvedi with Commerce admission committee and will take the responsibility of giving awareness about this committee to newly admitted students as well as their parents.
- Dr. Manjari Shukla and Dr. Rita Chauhan will play the role of observer for the above task.
- Principal advised the publicity work should be done through out the session.



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PRINCIPAL

Members G.B. Khanna Girl's Degree College  
Allahabad

Shukla

Dr. Manjari Shukla  
Chairman

(1) Dr. Rita Chauhan

Signature

(2) Dr. Ritu Jaiswal

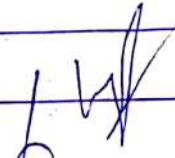
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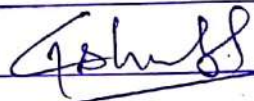
Signature  
Manju

Meera

10/02/2017

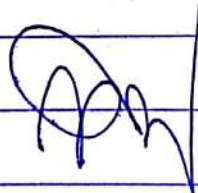
- A closing meeting was organized in the conference room at 1:00 pm on 10/02/2017 under the chairmanship of the principal. Dr. Manjari Shukla presented the minutes of last meeting which was approved by the committee.
- Dr. Manjari Shukla presented her observation for working of the committee at the time of admission. She informed that no grievance occurred.

  
**PRINCIPAL**  
**S. S. Khanna Girl's Degree College**  
**Allahabad**

  
Dr. Manjari Shukla  
Chairman

Members:

Dr. Rita Chauhan



Dr. Ritu Jaiswal



2017-18

10-08-2017

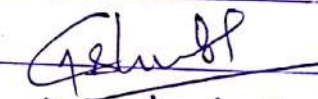
A meeting was held under the chairmanship of the principal office, in principal's office at 2 PM on 10-08-2017.

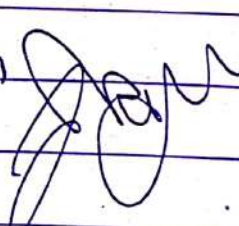
Following discussion took place in the meeting.


- Dr. Manjari Shukla presented the minutes of closing meeting of last session which was approved by the committee.
- It was decided, committee working pattern will be the same as it was in the last session.

  
PRINCIPAL

G. B. Khanna Girl's Degree College  
Allahabad

  
Dr. Manjari Shukla  
(Chairman)

  
Dr. Rita Chauhan  
(Member)

  
Dr. Ritu Jaiswal  
(Member)

26/02/2018

A closing meeting was held in the conference room at 12:30 AM on 26/02/2018, under the chairmanship of the principal. Minutes of last meeting was presented by Dr. Manjari Shukla which was approved by the committee.

- Dr. Manjari Shukla presented her observation for working of the committee at the time of admission. She informed that no grievance occurred.

PRINCIPAL

S. S. Khanna Girl's Degree College  
Allahabad

Dr. Manjari Shukla  
(Chairman)

Dr. Rita Chauhan  
(Member)

Dr. Rita Jaiswal  
(Member)

2018-19

7/08/2018

A meeting was held under the chairmanship of the principal in principal's office, at 2: PM on 7/08/2018.

Following discussion took place in the meeting.

- Dr. Manjari Shukla presented the minutes of closing meeting of last session which was approved by the committee.
- It was decided committee working pattern will be the same as it was in the last session.

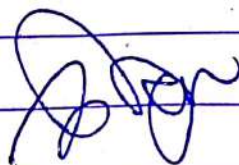
  
PRINCIPAL

S. S. Khanna Girl's Degree College  
Allahabad

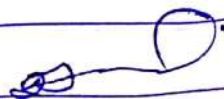


Dr. Manjari Shukla  
(Chairman)

Dr. Rita Chauhan  
(Member)



Dr. Ritu Jaiswal  
(Member)



28/02/2019


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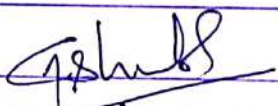
A closing meeting of Grievance cell was organised in the IQAC room on 28-02-2019 at 1:30 pm. under the chairmanship of the principal.

Dr. Manjari Shukla presented the minutes of last meeting, which was approved by the committee.

- Dr. Manjari Shukla presented her observation for working of the committee at the time of admission. She informed that no grievance occurred.

Dr. Rita Chauhan  
(Member)

  
**PRINCIPAL**  
S. S. Khanna Girl's Degree College  
Allahabad

  
Dr. Manjari Shukla  
Chairman

Dr. Ritu Jaiswal  
(Member)

# **Anti- Ragging Cell**

2018-19.

According to the instruction issued an Anti-Ragging Cell was constituted in the college on 26<sup>th</sup> October 2018. The following are the members of the Anti-Ragging Cell.

Dr. Mayara Mukta  
Dr. Preeti Singh  
Dr. Shubhra Malviya  
Dr. Anuadha Singh  
Dr. Aarifa Begum  
Dr. Saanya Krishna  
Dr. Virendra Mishra  
Dr. Urhas Singh  
Dr. Shreuti Anand  
Dr. Meera Chaturvedi  
Dr. Asura Tripathi  
Dr. Mamta Bhatnagar.

Student Representation:-

President:-

Vice President:-

Secretary:-

Joint Secretary:-

Two students will be chosen as student representative from each faculty

Arts Faculty

Science Faculty

Commerce Faculty

B.Ed. Faculty

~~Shreuti~~

~~Shubhra~~

~~Meera~~  
A. Singh

Shreuti Anand



A meeting of the Anti-Ragging Cell was held on 16<sup>th</sup> Nov, 2018 in which following resolutions were passed.

1. The members of the Cell must make the students aware that Ragging is an offensive misconduct. Students must be well behaved and establish harmony with each other.
2. All the students will have to undertake an oath on Anti-Ragging.
3. Each teacher should be vigilant in class and if they notice any problem or misbehavior then they should counsel the students.
4. To make the college <sup>free from</sup> Anti-Ragging, the teachers or rather the members of the Cell should make a sudden inspection.
5. If any incident of Ragging occurs in the campus, it should be immediately reported to either the Chief Proctor or Coordinator of P.S.W.
6. In case of any such ragging occurs in the college premises, an emergent meeting of the Chief Proctor with the Principal, Coordinator, D.S.W. and members of the Cell will be held and decision will be taken as to what necessary action should be taken under such circumstances.
7. Students involved in Ragging activities will be duly punished by the concerned authorities.

~~Malvika~~

~~Shubh~~

~~Shubh~~

~~Shubh~~

Shubh Anant.

~~Shubh~~

A meeting of Anti-Ragging Cell was held on 10<sup>th</sup> January 2019 in which the following resolutions were made:

1. First and foremost, no incident of Ragging was reported in the campus by the members of the Cell.
2. A decision was taken by the members of the cell that on the back/reverse side of the Identity Card of the student, the mobile no. of the Chief Proctor 785908344 should be duly stamped.
3. A meeting with the students will be duly held in which they will be intimated that if any student faces any problem, she should immediately contact on the given mobile no. or send a message through what's app.
4. Dr. Asifa Begum, Dr. Vinodita Mishra, Dr. Saumya Krishna and Dr. Sadaf Siddiqui from the Arts Faculty were requested to get the on-line registration of students undertaken. Dr. Anuradha Singh, Dr. Preeti Singh and Dr. Shubha Malviya were given the same responsibility in the Science Faculty. Dr. Meera Chaturvedi, Dr. Shruuti Anand and Dr. Vikas Singh were given this responsibility in the Commerce Faculty. Dr. Manita Bhatnagar and Dr. Aruna Mishra were instructed to do the same from B.Ed. Faculty. Members suggested to include Dr. Surendra Sharma too.
5. All the members of the cell were instructed to be extra cautious in having an awareness of all the queries related with Anti-Ragging Cell.

*(Signature)* *(Signature)* *(Signature)* *(Signature)*

A meeting of the Anti-Ragging Cell was held on 4<sup>th</sup> April 2019

1. First of all the concerned members of the Anti-Ragging Cell shared the information regarding Anti-Ragging undertaking.
2. The members were asked to communicate with the students and inform them that regarding the rules and regulations of the Anti-Ragging, they should visit the U.G.C. website [www.ugc.in](http://www.ugc.in). This will keep them well informed.
3. Till the present date no news concerning Ragging in the college is being reported.

~~Minis~~

~~Shubh~~

~~A.S.P.~~

Shanti Anand.

~~Smalaya~~

~~Shreya~~

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

### VISHAKHA

### (INTERNAL COMPLAINTS COMMITTEE AGAINST SEXUAL HARASSMENT)

2018-19

