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Ph.No.:(0231) 2535405 Fax. (0231) 2535708

CHH.SHAHU INSTITUTE OF BUSINESS EDUCATION & RESEARCH TRUST'S
COLLEGE OF NON-CONVENTIONAL VOCATIONAL COURSES FOR WOMEN
University Road, Kolhapur - 416 004
Reaccredited by NAAC with B Grade

Dr. R. A. SHINDE
Secretary & Managing Trustee

Ref. No: CNCVCW/2020-21/

Date: 12/02/2021

To,
Mr. Avadhoot Gaikwad
Media Representative,
Kolhapur

Subject: - Nominated as a member on Anti- Ragging Committee for 2020-21.

Sir,

I am directed to inform you that you have been nominated as a member Anti-Ragging Committee for 2020-2021.

I request to kindly accept the invitation and make yourself available as and when required, with prior intimation. Your acceptance will certainly contribute the development of college. Kindly convey your acceptance.

Thanking you,

Principal
Dr. A. R. Kulkarni

PRINCIPAL,

College of Non-Conventional
Vocational Courses For Women
Kolhapur.



**College of Non-Conventional Vocational Courses for Women,
SIBER Trust, Kolhapur**

Anti-Ragging Committee Meeting -2020-21

Date- 13/2/2021

Notice of meeting

The meeting of the "Anti Ragging Committee" is scheduled on 15/2/2021 at 1.00 pm in Library Hall.

Following members are requested to attend the meeting.

1.	Dr. A. R. Kulkarni	Chairman	<i>AR</i>
2.	Mrs. Yogita Mirajkar	Coordinator	<i>R. Mirajkar</i>
3.	Mr. Gajendra Lohar	Police Dept Representative	<i>Absent</i>
4.	Mr. Avadhoot Gaikwad	Media Representative	
5.	Mrs. Anuradha Bhosale	Member	<i>ABhosale</i>
6.	Mr. Sanjeev Mandar Narkar	Parent representative	<i>SN</i>
7.	Miss. Vaishnavi Rajendra Kulkarni	First year student representative	
8.	Miss. Dhanashri Kulloli	Last year Student Representative	<i>D.S. Kulloli</i>

Agenda for the meeting

1. To read & confirm the minutes of the held on 15/9/2020.
2. To take note of any complaints of staff and students received (if any).
3. Any other subject with permission of the chair.

R. Mirajkar
Coordinator

Anti- ragging committee



College of Non-Conventional Vocational Courses for Women,

SIBER Trust, Kolhapur

Anti-Ragging Committee Meeting -2020-21

Date- 09/06/2021

Notice of meeting

The meeting of the "Anti Ragging Committee" is scheduled on 18/06/2021 at 1.00 pm in Library Hall.

Following members are requested to attend the meeting.

1.	Dr. A. R. Kulkarni	Chairman	
2.	Mrs. Yogita Mirajkar	Coordinator	<i>Mirajkar</i>
3.	Mr. Gajendra Lohar	Police Dept Representative	
4.	Mr. Avadhoot Gaikwad	Media Representative	
5.	Mrs. Anuradha Bhosale	Member	<i>A.B.</i>
6.	Mr. Sanjeev Mandar Narkar	Parent representative	<i>SN</i>
7.	Miss. Vaishnavi Rajendra Kulkarni	First year student representative	
8.	Miss. Dhanashri Kulloli	Last year Student Representative	<i>D.S. Kulloli</i>

Agenda for the meeting

1. To read & confirm the minutes of the held on 15/02/2021.
2. To take note of any complaints of staff and students received (if any).
3. Any other subject with permission of the chair.



Mirajkar
Coordinator

Anti-ragging committee

Minutes of the Anti- ragging Committee

Meeting of the Anti-Ragging Committee was conducted on 18 June 2021 at 1.00 pm in the Library Hall, under the Chairmanship of Dr. A. R. Kulkarni. Following members were present for the meeting.

1.	Dr. A. R. Kulkarni	Chairman	
2.	Mrs. Yogita Mirajkar	Coordinator	<i>Risajkar</i>
3.	Mr. Gajendra Lohar	Police Dept Representative	
4.	Mr. Avadhoot Gaikwad	Media Representative	
5.	Mrs. Anuradha Bhosale	Member	<i>AB</i>
6.	Mr. Sanjeev Mandar Narkar	Parent representative	<i>SN</i>
7.	Miss. Vaishnavi Rajendra Kulkarni	First year student representative	
8.	Miss. Dhanashri Kulloli	Last year Student Representative	<i>D.S. Kulloli</i>

Proceedings of the meeting were as follows –

Agenda 1: To read and confirm the minutes of the previous meeting held on 15th February 2021.

Resolution: The minutes of the last meeting held on 15th February 2021 were read & confirmed.

Agenda 2: To take note of any complaints of staff and students received (if any).

Resolution: No cases of ragging and indiscipline were found in the college premises from February 2021 –May 2021.

Agenda 3: Any other subject with permission of the chair.

Resolution: No other issue was discussed and the meeting was concluded with vote of thanks to the chairperson.



Risajkar
Co-ordinator

Anti- Ragging Committee

**College of Non-Conventional Vocational Courses for Women,
SIBER Trust, Kolhapur
Anti-Ragging Committee Meeting 2020-21**

Date—14/ 9/2020

Notice of meeting

The meeting of the "Anti Ragging Committee" is scheduled on 15/9/2020 at 11.00 am in Library Hall.

Agenda for the meeting

1. To read and confirm the minutes of the held on 30/12/2019.
2. To take note of any complaints of staff & students from July 2020 to August 2020 if any.
3. Any other subject with permission of the chair.

Following members are requested to attend the meeting.

1	Dr. A. R. Kulkarni	Chairman	
2	Mrs. Pradnya Kapdi	Coordinator	Kapdi
3	Mr. Gajendra Lohar	Police Dept. Representative	Absent
4	Mr. Suraj Chavan	Media Representative	
5	Mrs. Anuradha Bhosale	Member	ABBS
6	Mr. Sanjeev Mandar Narkar	Parent Representative	Jh
7	Miss. Dhanashri Kulloli	First year Student Representative	
8	Miss. Avanti Prabhu Ajgaonkar	Last year Student Representative	



Kapdi
Coordinator
Anti-Ragging Committee

Minutes of the Anti-Ragging Committee held on 15th September 2020
 Meeting of the Anti- Ragging Committee was conducted on 15th September 2020 at 1.00 pm in the Library Hall, under the Chairmanship of Dr. A. R. Kulkarni. Following members were present for the meeting.

1	Dr. A. R. Kulkarni	Chairman	<i>A.R.K.</i>
2	Mrs. Pradnya Kapdi	Coordinator	<i>P.Kapdi</i>
3	Mr. Gajendra Lohar	Police Dept. Representative	Absent
4	Mr. Suraj Chavan	Media Representative	<i>S.Chavan</i>
5	Mrs. Anuradha Bhosale	Member	<i>A.Bhosale</i>
6	Mr. Sanjeev Mandar Narkar	Parent Representative	<i>S.M.Narkar</i>
7	Miss. Dhanashri Kulloli	First year Student Representative	<i>D.Kulloli</i>
8	Ms. Avanti Prabhu Ajgaonkar	Last year Student Representative	<i>A.Ajgaonkar</i>

Proceedings of the meeting were as follows –

Agenda 1

To read and confirm the minutes of the previous meeting held on 10th September 2019.

Resolution

The minutes of the last meeting held on 10th September 2019 were read and confirmed.

Agenda 2

To take note of any complaints of staff & students from July 2020 to August 2020 if any.

Resolution

There was no case of ragging & indiscipline in the college premises from July 2020 to August 2020.




Agenda 3

Any other subject with permission of the chair.

Resolution

No other issue was discussed and the meeting was concluded with vote of thanks to the chairperson.



Coordinator
Anti-Ragging Committee



Minutes of the Anti-Ragging Committee held on 30th December 2019

Meeting of the Anti-Ragging Committee was conducted on 30th December 2019 at 3.00 pm in the Library Hall, under the Chairmanship of Dr. A. R. Kulkarni. Following members were present for the meeting.

1	Dr. A. R. Kulkarni	Chairman	A.R.
2	Mrs. Pradnya Kapdi	Coordinator	Kapdi
3	Mr. Gajendra Lohar	Police Dept. Representative	Absent
4	Mr. Suraj Chavan	Media Representative	S. Chavan
5	Mrs. Anuradha Bhosale	Member	AB
6	Mr. Sanjeev Madhar Narkar	Parent Representative	Jh
7	Miss Dhanashri Kulloli	First year Student Representative	D.
8	Miss Janhavi Ganwani	Last year Student Representative	Jmg

Proceedings of the meeting were as follows –

Agenda 1 To read and confirm the minutes of the previous meeting held on 10th September 2019.

Resolution The minutes of the last meeting held on 10th September 2019 were read and confirmed.

Agenda 2 To take note of any complaints of staff & students from September 2019 to December 2019 if any.

Resolution There was no case of ragging & indiscipline in the college premises from September 2019 to December 2019.

Agenda 3 To any other subject with permission of chair person.

Resolution No other issue was discussed and the meeting was concluded with vote of thanks to the chairperson.

Kapdi

Co-ordinator
Anti Ragging Committee



Minutes of the Anti-Ragging Committee held on 10th September 2019

Meeting of the Anti-Ragging Committee was conducted on 10th September 2019 at 3.00 pm in the Library Hall, under the Chairmanship of Dr. A. R. Kulkarni. Following members were present for the meeting.

1	Dr. A. R. Kulkarni	Chairman	
2	Mrs. Pradnya Kapdi	Coordinator	
3	Mr. Gajendra Lohar	Police Dept. Representative	Absent
4	Mr. Suraj Chavan	Media Representative	
5	Mrs. Anuradha Bhosale	Member	
6	Mr. Sanjeev Madhar Narkar	Parent Representative	
7	Miss Dhanashri Kulloli	First year Student Representative	
8	Miss Janhavi Ganwani	Last year Student Representative	

Proceedings of the meeting were as follows –

Agenda 1 To read and confirm the minutes of the previous meeting held on 13th April 2019.

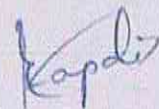
Resolution The minutes of the last meeting held on 13th April 2019 were read and confirmed.

Agenda 2 To take note of any complaints of staff & students from June 2019 to August 2019 if any.

Resolution There was no case of ragging & indiscipline in the college premises from June 2019 to August 2019.

Agenda 3 To any other subject with permission of chair person.

Resolution No other issue was discussed and the meeting was concluded with vote of thanks to the chairperson.

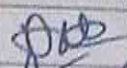

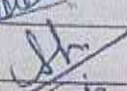
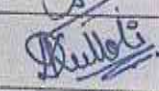
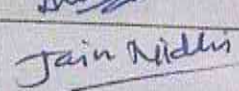


Co-ordinator
Anti Ragging Committee



Minutes of the Anti-Ragging Committee held on 13th April 2019

Meeting of the Anti-Ragging Committee was conducted on 13th April 2019 at 3.00 pm in the Library Hall, under the Chairmanship of Dr. A. R. Kulkarni. Following members were present for the meeting.

1	Dr. A. R. Kulkarni	Chairman	
2	Mrs. Pradnya Kapdi	Coordinator	
3	Mr. Gajendra Lohar	Police Dept. Representative	Absent
4	Mr. Suraj Chavan	Media Representative	
5	Mrs. Anuradha Bhosale	Member	
6	Mr. Sanjeev Madhar Narkar	Parent Representative	
7	Miss Dhanashri Kulloli	First year Student Representative	
8	Miss Nidhi Jain	Last year Student Representative	

Proceedings of the meeting were as follows –

Agenda 1 To read and confirm the minutes of the previous meeting held on 25th January 2019.

Resolution The minutes of the last meeting held on 25th January 2019 were read and confirmed.

Agenda 2 To take note of any complaints of staff & students from February 2019 to April 2019 if any.

Resolution There was no case of ragging & indiscipline in the college premises from February 2019 to April 2019.

Agenda 3 To any other subject with permission of chair person.

Resolution No other issue was discussed and the meeting was concluded with vote of thanks to the chairperson.

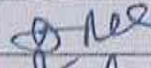
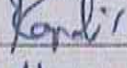
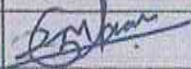
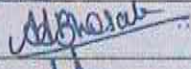

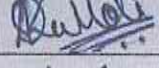
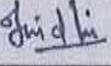


Co-ordinator
Anti Ragging Committee



Minutes of the Anti-Ragging Committee held on 25th January 2019

Meeting of the Anti-Ragging Committee was conducted on 25th January 2019 at 3.00 pm in the Library Hall, under the Chairmanship of Dr. A. R. Kulkarni. Following members were present for the meeting.

1	Dr. A. R. Kulkarni	Chairman	
2	Mrs. Pradnya Kapdi	Coordinator	
3	Mr. Gajendra Lohar	Police Dept. Representative	Absent
4	Mr. Suraj Chavan	Media Representative	
5	Mrs. Anuradha Bhosale	Member	
6	Mr. Sanjeev Madhar Narkar	Parent Representative	
7	Miss Dhanashri Kulloli	First year Student Representative	
8	Miss Nidhi Jain	Last year Student Representative	

Proceedings of the meeting were as follows –

Agenda 1 To read and confirm the minutes of the previous meeting held on 8th October 2018.

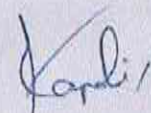
Resolution The minutes of the last meeting held on 8th October 2018 were read and confirmed.

Agenda 2 To take note of any complaints of staff & students from October 2018 to January 2019 if any.

Resolution There was no case of ragging & indiscipline in the college premises from October 2018 to January 2019.

Agenda 3 To any other subject with permission of chair person.

Resolution No other issue was discussed and the meeting was concluded with vote of thanks to the chairperson.



Co-ordinator
Anti Ragging Committee



Minutes of the Anti-Ragging Committee held on 8th October 2018

Meeting of the Anti-Ragging Committee was conducted on 8th October 2018 at 11.00 am in the Library Hall, under the Chairmanship of Dr. A. R. Kulkarni. Following members were present for the meeting.

1	Dr. A. R. Kulkarni	Chairman	<i>A.R.K.</i>
2	Mrs. Pradnya Kapdi	Coordinator	<i>Kapdi</i>
3	Mr. Gajendra Lohar	Police Dept. Representative	Absent
4	Mr. Suraj Chavan	Media Representative	<i>Suraj Chavan</i>
5	Mrs. Anuradha Bhosale	Member	<i>ADB</i>
6	Mr. Sanjeev Madhar Narkar	Parent Representative	<i>J.N.</i>
7	Miss Dhanashri Kulloli	First year Student Representative	<i>D.K.</i>
8	Miss Nidhi Jain	Last year Student Representative	<i>Nidhi</i>

Proceedings of the meeting were as follows –

Agenda 1 To read and confirm the minutes of the previous meeting held on 21st February 2018.

Resolution The minutes of the last meeting held on 21st February 2018 were read and confirmed.

Agenda 2 To discuss about complaints of staff & students received from June to September 2018 if any.

Resolution The Act of Ragging and its Consequences were explained in detail during the first Parent's meet held on 2nd July 2018. Further, the same was explained to the students in detail class wise during the induction programme organised between 3rd to 7th July 2018. As a result of this there was no case of ragging and indiscipline in the college premises from June to September 2018.

Agenda 3 To any other subject with permission of chairman.

Resolution No other issue was discussed and the meeting was concluded with vote of thanks to the chairperson.

Kapdi
Co-ordinator
Anti Ragging Committee

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WOMEN
COLLEGE OF CONVENTIONAL VOCATIONAL COURSES FOR WOMEN

College of Non-Conventional Vocational Courses for Women,

SIBER Trust, Kolhapur

Anti ragging committee

Objectives of anti ragging committee

Anti-Ragging Committee will be the Supervisory and Advisory Committee in preserving a Culture of Ragging Free Environment in the college Campus.

To prohibit, prevent and eliminate the scourge of ragging including any conduct by any student.

Functions:

1. Displaying the charts and other material stating evil nature, punishment of Ragging and also student's discipline.
2. Creation of free atmosphere among students.
3. Entrusting the responsibilities jointly, by involving students of final year.
4. Inter-action and casual warning.
5. Ensuring the spot solutions by adapting soft measures.
6. In case of need, reporting to the nearest police station.
7. Offering services of counseling & creating awareness to the students.
8. Taking all necessary measures for prevention of ragging inside the Campus/ Hostels.
9. Organizing lectures from experts on self defense techniques.

Composition of committee

1.	Chairman	Principal
2.	Member	Co-ordinator
3.	Member	Police dept representative
4.	Member	Media representative
5.	Member	College office member
6.	Member	Guardian of student
7.	Member	Student representative (last year student)
8.	Member	Student representative (first year student)

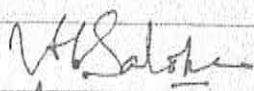
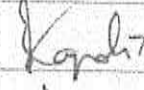
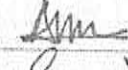
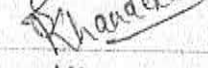



Anti-ragging Committee

Notice

20/08/2016

Meeting of the anti-ragging committee has been called on 25/08/2016. Following members are requested to be present.


Member	Designation	Signature
Mrs. Vidya Salokhe	Chairman	
Mrs. Pradnya Kapdi	Co-ordinator	
Mr. Amar Meshy	Member	
Mrs. Snehal Khandekar	Member	
Mr. Adarsh Chavan	Member	

Agenda: -

To read and confirm minutes of the previous meeting.

To discuss about Anti-ragging rules/norms in the college set up.

Any other items with the permission of chair



Mrs. Pradnya Kapdi

Co-ordinator

Minutes of the Meeting 25/08/16


Meeting of Anti-ragging committee was held on 25th Aug 2016 in Library Hall at 11:30 AM. Following members were present for the same.

Members	Designation	Signature
a.		
b. Mrs. Vidya Salokhe		V. Salokhe
c. Mrs. Pradnya Kapdi		P. Kapdi
d. Mr. Anamr Mesty		A. Mesty
e. Mrs. Snehal Khandekar		S. Khandekar
f. Mr. Aadambh Chavan.		A. Chavan

Resolution 1 :- Minutes of the previous meeting were read and confirmed.

Resolution 2 :- Co-ordinator Mrs. Pradnya Kapdi informed rules/norms of Anti-ragging committee to all committee members.

Resolution 3 :- No further item was discussed.


Mrs. Pradnya Kapdi

co-ordinator

Anti-ragging committee

Notice

Date: 25/8/2017

Meeting of Anti-ragging committee has been called on 30/9/2017 in library hall at 2.00 p.m. to discuss the Anti-ragging norms and the cases if any.

Kapdi

Mrs. Praelnya Kapdi

co-ordinator

Anti-Ragging Commit

Minutes of the Meeting

30/9/20

Meeting of Anti-ragging committee was held on 30/9/2017 in library hall at 2.00 p.m. It was noted that there was no any case in the college campus / building.

Member

Designation

Signature

a. Mrs. Vidya Salokhe

chairman

V. Salokhe

b. Mrs. Praelnya Kapdi

co-ordinator

Kapdi

c. Mr. Anand Meedy

member

Am

d. Mrs. Snehal Khandekar

member

Khandekar

e. Mr. Adarsh Chavan

member

AC

College of Non-Conventional Vocational Courses for Women

Discipline committee


(2017-18)

Date: 5 August 2017

NOTICE

A meeting of discipline committee is scheduled on 12th August 2017 at 3.00 pm in library hall. Following members are requested to attend the meeting.

Members of the discipline committee

Sr no.	Name	Designation	Sign
1.	Dr. Vidya Salokhe	Chairman and Principal	
2.	Mrs. Ashwini Raibagkar	Member and HOD Food Technology	
3.	Mrs. Bela Joshi	Member and HOD Interior Design	
4.	Mr. Adarsh Chavan	Member and HOD Fashion Design	
5.	Mrs. Rupali Mirje	Coordinator, Interior Design dept.	

Agenda of the meeting

1. To read and confirm the minutes of last meeting conducted on 30-07-2016.
2. To discuss regarding dress code for the students.
3. To discuss the entry of visitors.
4. Any other item with the person of the chair.

Mrs. Rupali Mirje

Coordinator

Discipline Committee



Item no 4: Any other item with the person of the chair.

Resolution: No other item was discussed under this.



Coordinator

Discipline committee



College of Non-Conventional Vocational Courses for Women

Discipline committee


(2017-18)

Date: 13 August 2017

Minutes of Meeting

The meeting of discipline committee was held on 12th August 2017 at 3.00 pm in library hall.

Following members attended the meeting.

Sr no.	Name	Designation	Sign
1.	Dr. Vidya Salokhe	Chairman and Principal	
2.	Mrs. Ashwini Raibagkar	Member and HOD Food Technology	
3.	Mrs. Bela Joshi	Member and HOD Interior Design	
4.	Mr. Adarsh Chavan	Member and HOD Fashion Design	
5.	Mrs. Rupali Mirje	Coordinator, Interior Design dept.	

The following business was transacted in the meeting

Item no 1: To read and confirm the minutes of last meeting conducted on 30-07-2016

Resolution: The minutes of the last meeting held on 30-07-2016 were read and confirmed by all the members.

Item no 2: To discuss regarding dress code for the students.

Resolution: Discussion was done regarding to have a dress code for students so as to bring uniformity and discipline in the students outfits. Resolution was passed and concerned coordinators were informed to take quotations from the vendors.

Item no 3: To discuss the entry of visitors.

Resolution: Resolution was passed and principal strictly informed the non-teaching staff and the peons to keep a strict vigilance to prevent entry of unwanted visitors so as to maintain safety of the campus.



Item no 4: Any other item with the person of the chair.

Resolution: No other item was discussed under this.

Coordinator
Discipline committee



College of Non-Conventional Vocational Courses for Women

Discipline committee

(2016-17)

Date: 23 July 2016

NOTICE

A meeting of discipline committee is scheduled on 30th July 2016 at 2.00 pm in library hall. Following members are requested to attend the meeting.

Members of the discipline committee

Sr no.	Name	Designation	Sign
1.	Dr. Vidya Salokhe	Chairman and Principal	
2.	Mrs. Ashwini Raibagkar	Member and HOD Food Technology	
3.	Mrs. Bela Joshi	Member and HOD Interior Design	
4.	Mr. Adarsh Chavan	Member and HOD Fashion Design	ACH
5.	Mrs. Pradnya Kapdi	Coordinator, Fashion Design dept.	Kapdi

Agenda of the meeting

1. To read and confirm the minutes of last meeting conducted on 25-07-2015
2. To discuss cleaning of food materials after the recess in the class room.
3. To discuss two wheeler parking issues.
4. Any other item with the person of the chair

Mrs. Pradnya Kapdi

Coordinator

Discipline Committee



College of Non-Conventional Vocational Courses for Women

Discipline committee

(2016-17)

Date: 31 July 2016

Minutes of Meeting

The meeting of discipline committee was held on 30th July 2016 at 2.00 pm in library hall.

Following members attended the meeting.

Sr no.	Name	Designation	Sign
1.	Dr. Vidya Salokhe	Chairman and Principal	
2.	Mrs. Ashwini Raibagkar	Member and HOD Food Technology	
3.	Mrs. Bela Joshi	Member and HOD Interior Design	
4.	Mr. Adarsh Chavan	Member and HOD Fashion Design	
5.	Mrs. Pradnya Kapdi	Coordinator, Fashion Design dept.	

The following business was transacted in the meeting

Item no 1: To read and confirm the minutes of last meeting conducted on 25-07-2015

Resolution: The minutes of the last meeting held on 25-07-2015 were read and confirmed by all the members.

Item no 2: To discuss cleaning of food materials after the recess in the class room.

Resolution: Discussion was done regarding cleaning of food materials by the students after the recess in the class room. The class coordinators were informed to maintain discipline and cleanliness in the classroom so as to minimize the workload of the peons. Resolution was passed to maintain and monitor the cleanliness by the respective coordinators.

Item no 3: To discuss two wheeler parking issues.

Resolution: resolution was passed to park the two wheelers by the staff members systematically so as to avoid nuisance for others teaching and non-teaching members.



REPORT

A circular was received by Shivaji University Kolhapur on 4th June 2021 (Annexure-I). The circular states mandatory formation of committee for the protection of women against sexual harassment at work place. But the college of non-conventional vocational courses for women, Kolhapur has Internal Complaint Committee functioning for the same.

Thus it was unanimously decided by the committee members (ICC), that there is no need of formation of separate committee for protection of women against sexual harassment at workplace as the same is handled by ICC. It was further decided to inform the same to the university office via e-mail. Accordingly an e-mail was sent on 14/06/2021 to the T2 section of Shivaji University (Annexure II).

Neelam

Dr. Neelam Jirage

Presiding Officer

Internal Complaint Committee

CNCVCW CSIBER Kolhapur.



CSIBER Trust's

College of Non-Conventional Vocational Courses for Women, Kolhapur
INTERNAL COMPLAINT COMMITTEE, 2020-21

Date- 10/02/2021

Notice

All the members of Internal Complaint Committee are hereby informed that the meeting is scheduled on 11th February 2021, Thursday in IQAC room at 11 am. Following members are requested to be present-

Sr. no.	Name of the Member	Designation	Department	Signature
1	Dr. Neelam Jirage	Presiding officer	Department of Food Technology	<i>Jirage</i>
2	Mrs. Jyoti Hiremath	Faculty Member	Department of Fashion Design	<i>Jyoti Hiremath</i> 10/02/21
3	Mrs. Shweta Patil	Faculty Member	Department of Food Technology	<i>Patil</i> 10/02/21
4	Mr. Amarr Mestry	Faculty Member	Department of Interior Design	<i>Amarr Mestry</i> 22/02/2021
5	Mrs. Anuradha Bhosale	Non-teaching Member	Administrative Staff	<i>Anuradha Bhosale</i>
7	Mrs. Anuja Kharundal	External Member	Centre Co-ordinator at Childline Kolhapur- Sangli (NGO Member)	<i>Anuja Kharundal</i>
8	Ms. Kareena Khan	Student Member	Department of Food Technology	<i>Kareena Khan</i>
9	Ms. Sakshi Nalawade	Student Member	Department of Fashion Design	<i>Sakshi Nalawade</i>
10	Ms. Chitresha Nangre	Student Member	Department of Interior Design	<i>Chitresha Nangre</i>

Agenda

1. To read and confirm the minutes of previous meeting held on 14th October 2019.
2. Reconstitution of Internal Complaint Committee for the academic year 2020-21.

Jirage



3. To take a note of a circular regarding Student Grievances Portal (Shivaji University website) received from Shivaji University.
4. Any other item with the permission of chair.

Neelam

Dr. Neelam Jirage
Presiding Officer
Internal Complaint Committee

Neelam



CSIBER Trust's

College of Non-Conventional Vocational Courses for Women, Kolhapur
INTERNAL COMPLAINT COMMITTEE, 2020-21

Date- 11/02/2021

Minutes of Meeting

The meeting of Internal Complaint Committee was held on 11th February 2021, Thursday in IQAC room at 11 am. Following members were present-

Sr. no.	Name of the Member	Designation	Department	Signature
1	Dr. Neelam Jirage	Presiding officer	Department of Food Technology	<i>Jirage</i>
2	Mrs. Jyoti Hiremath	Faculty Member	Department of Fashion Design	<i>Jyoti Hiremath</i> 11/02/21
3	Mrs. Shweta Patil	Faculty Member	Department of Food Technology	<i>Patil</i> 11/02/21
4	Mr. Amarr Mestry	Faculty Member	Department of Interior Design	<i>Amarr Mestry</i> 24/2/2021
5	Mrs. Anuradha Bhosale	Non-teaching Member	Administrative Staff	<i>Anuradha</i>
7	Mrs. Anuja Kharundal	External Member	Centre Co-ordinator at Childline Kolhapur- Sangli (NGO Member)	<i>Anundal</i>
8	Ms. Kareena Khan	Student Member	Department of Food Technology	<i>Khan</i>
9	Ms. Sakshee Nalawde	Student Member	Department of Fashion Design	<i>Nalawde</i>
10	Ms. Chitresha Nangre	Student Member	Department of Interior Design	<i>Nangre</i>

Proceedings of the meeting were as follows-

Agenda 1- To read and confirm the minutes of previous meeting held on 14th October 2019.



Resolution- Minutes of the meeting held on 14th October 2019 were read and confirmed.

Agenda 2- Reconstitution of Internal Complaint Committee for the academic year 2020-21.

Resolution- Following committee was reconstituted for the academic year 2020-21.

Sr no	Name of the Member	Designation	Department	Email-id and Contact no.
1	Dr. Neelam Jirage	Presiding officer	Department of Food Technology	neelamjirage1@gmail.com 9589258855
2	Mrs. Jyoti Hiremath	Faculty Member	Department of Fashion Design	jyotihiremath@gmail.com 9890031273
3	Mrs. Shweta Patil	Faculty Member	Department of Food Technology	shweta310388@gmail.com 9923344241
4	Mr. Amarr Mestry	Faculty Member	Department of Interior Design	amarmestry@gmail.com
5	Mrs. Anuradha Bhosale	Non-teaching Member	Administrative Staff	anu.kothavale@gmail.com 888830172
7	Mrs. Anuja Kharundal	External Member	Centre Co-ordinator at Childline Kolhapur-Sangli (NGO Member)	anujakharundal@gmail.com 9028827489
8	Ms. Kareena Khan	Student Member	Department of Food Technology	kareenakhan224@gmail.com 7758976689
9	Ms. Sakshi Nalawade	Student Member	Department of Fashion Design	Sakshinalavade123@gmail.com 8830305930
10	Ms. Chitresha Nangare	Student Member	Department of Interior Design	chitreshanangare@gmail.com 7057853737



Agenda 3- To take a note of a circular regarding Student Grievances portal (Shivaji University website) received from Shivaji University.

Resolution- With reference to the circular received from Shivaji University dated 10th February 2021, Student Grievance Portal of Shivaji University Website is checked with the link provided. It was found that there were any no grievances mentioned. The copy of the same is attached (Annexure I) for the reference.

Agenda 4- Any other item with the permission of chair.

Resolution- No other item was discussed.

Neelam

**Dr. Neelam Jirage
Presiding Officer**

Internal Complaint Committee



Annexure I

SHIVAJI UNIVERSITY, KOLHAPUR

[Grievance Details \(Grievance_Detailslist.asp\)](#)

[Logout \(logout.asp\)](#)

Welcome to Shivaji University Grievance Redressal Portal

[Home \(default.asp\)](#) / [Grievance Details](#)

[\(Grievance_Detailslist.asp?export=excel\)](#) [\(Grievance_Detailslist.asp?export=word\)](#)

Search

Search

Search

[Show all \(Grievance_Detailslist.asp?cmd=reset\)](#)

Exact phrase All words Any word

No records found



CSIBER Trust's
College of Non-Conventional Vocational Courses for Women, Kolhapur
INTERNAL COMPLAINT COMMITTEE, 2020-21

Date- 26/02/2021

Notice

All the members of Internal Complaint Committee are hereby informed that the meeting is scheduled on 26 February 2021, Friday in IQAC room at 11 am. Following members are requested to be present-

Sr. no.	Name of the Member	Designation	Department	Signature
1	Dr. Neelam Jirage	Presiding officer	Department of Food Technology	<i>Neelam</i>
2	Mrs. Jyoti Hiremath	Faculty Member	Department of Fashion Design	<i>Jyoti Hiremath</i> 22/2/21
3	Mrs. Shweta Patil	Faculty Member	Department of Food Technology	<i>Patil</i> 22/2/21
4	Mr. Amarr Mestry	Faculty Member	Department of Interior Design	<i>Amarr</i> 24/2/2021
5	Mrs. Anuradha Bhosale	Non-teaching Member	Administrative Staff	<i>Anuradha</i>
7	Mrs. Anuja Kharundal	External Member	Centre Co-ordinator at Childline Kolhapur- Sangli (NGO Member)	<i>Anuja</i>
8	Ms. Kareena Khan	Student Member	Department of Food Technology	<i>Khan</i>
9	Sakshi Nalawade	Student Member	Department of Fashion Design	<i>Nalawade</i>
10	Chitresha Nangare	Student Member	Department of Interior Design	<i>Nangare</i>

Agenda

1. To read and confirm the minutes of previous meeting held on 10th February 2020.
2. To take a note of, if any discrimination complaint/s reached for SC/ST/OBC students/teachers and non-teaching staff.



3. Sensitization of faculty members to deal with incidents of cast discrimination and reporting methodology.
4. Developing a format to lodge complaints of cast based if any develop an URL link for the same.
5. Preparation of complaint register against cast based discrimination.
6. Any other item with the permission of chair.

Neelam

Dr. Neelam Jirage
Presiding Officer
Internal Complaint Committee



Date- 26/02/2021

Minutes of the Meeting

The meeting of Internal Complaint Committee was held on 26th February 2021, Friday in IQAC room at 11 am.

Following members were present for the same.

Sr. no	Name of Member	Designation	Signature
1	Dr. Neelam Jirage	Presiding Officer	<i>Neelam</i>
2	Mrs. Jyoti Hiremath	Faculty Member	<i>Jyoti</i>
3	Mrs. Shweta Patil	Faculty Member	<i>Shweta Patil</i>
4	Mr. Amarr Mestry	Faculty Member	<i>Amarr</i>
5	Mrs. Anuradha Bhosale	Administrative Member	<i>Anuradha</i>
6	Mrs. Anuja Kharundal	External Member	<i>Anuja</i>
7	Ms. Kareena Khan	Student Member	<i>Kareena</i>
8	Ms. Sakshi Nalawade	Student Member	<i>Sakshi</i>
9	Ms. Chitresha Nangre	Student Member	<i>Chitresha</i>

The Proceedings of the meeting were as follows-

Agenda 1: To read and confirm the minutes of previous meeting held on 10th February 2020.

Resolution: Minutes of the meeting held on 10th February 2020 were read and confirmed.

Agenda 2: To take a note of, if any discrimination complaint/s received for SC/ST/OBC students/teachers and non-teaching staff.



Resolution: It was found that there were no such cast based discrimination complaints received so far. It was further resolved to discuss the topic related to such complaints in the upcoming monthly staff meeting.

Agenda 3: Sensitization of faculty members to deal with incidents of cast discrimination and reporting methodology.

Resolution: It was unanimously decided to have a discussion forum in upcoming monthly staff meeting with all staff members for their sensitization regarding the cast discrimination and its reporting methodology.

Agenda 4: Developing a format to lodge complaints of cast based (if any) and to develop an URL link for the same.

Resolution: An URL link was created with a Google Form to lodge complaints of cast based, on the college website. A copy of the same is attached (Annexure I)

Agenda 5: Preparation of complaint register against cast based discrimination.

Resolution: A complaint register was prepared for cast based discrimination and was kept in the IQAC.

Agenda 6: Any other item with the permission of chair.

Resolution: Student committee members were advised to create an awareness amongst the students about methodology of lodging the cast based complaint.

Neelam Jirage
Dr. Neelam Jirage
Presiding Officer
Internal Complaint Committee



Annexure - I

3/1/2021

College of Non-Conventional Vocational Courses for Women, Kolhapur

3/1/2021

CALL US: (0231) 2535704

@ EMAIL: cncvcw@siberindia.edu.in



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Student Grievance Cell

Student Grievance Cell

https://docs.google.com/forms/d/e/1FAIpQLSfuxlCryhKvuuaaQUb8-k0R5b9SZ4TWHuXYI-MKYKo0Xy_mVYw/viewform?usp=sf_link

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Google Form for Grievance

3/1/2021

Students' Grievance Cell

Students' Grievance Cell

* Required

1. Applicant's Name (अर्जदार): *

2. Class(वर्ग): *

3. Roll No. (रोल नंबर): *

4. Applicant's Present Address(अर्जदाराचा सध्याचा पत्ता): *

5. Mobile No.(मोबाइल नंबर): *


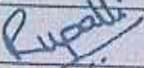
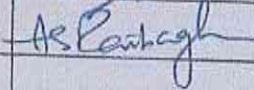
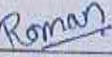


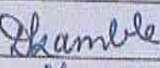

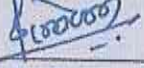

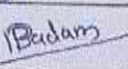
6. Name of the person against whom the complaint is lodged(तक्रार कोणाच्या विरोधात त्याचे नाव किंवा त्याबाबतचा तपशील): *

7. Nature of complaint (सविस्तर तक्रार / स्वरूप): *



Minutes Of The Prevention Prohibition and Redressal Sexual Harassment Committee Meeting

Meeting of the Committee was conducted on 25th July 2018 at 2:30 pm at the Library Hall, under the chairmanship of Dr.A.R.Kulkarni. Following members were present for the meeting:

Sr. no.	Committee members		Signature
1	Dr. A R. Kulkarni	Chairman	
2	Ar. Rupalli Mirje	Co-ordinator	
2	Mrs. Ashwini Raibaghkar	Staff member	
3	Adv. Abhijeet Hilge	Legal advisor	
4	Miss. Roman Tahsildar	Student member	
5	Miss. Nidhi Anjekar	Student member	
6	Miss. Pranitu Deshpande	Student member	
7	Miss. Dhanashri Kamble	Student member	
8	Miss. Tripuri Desai	Student member	
9	Miss. Snehal Dambal	Librarian	
10	Mrs. Anuradha Bhosale	Office staff	
11	Mrs. Pramodini Kadam	Office staff	

Proceedings of the meeting are as follows:

- Agenda 1: To discuss about complaints of students and staff
- Resolution: The committee noted that no complaint of sexual harassment has been received from any student or faculty.
- Agenda 2: To create awareness amongst the students.
- Resolution: It was emphasized that in order to create awareness and continuous sensitization amongst the students, it is essential to place notices in the prominent locations on campus. A complaint drop box must be placed in the office premises. Students must also be sensitized about the existing act on Prevention, prohibition and redressal of sexual harassment and also maintaining discipline in the campus.
- Agenda 3: To decide the frequency of committee meetings
- Resolution: The members agreed that the committee will meet quarterly every year on regular basis or earlier, if the need arise.





Office Order

Following are the functions and procedures of the Committee

Functions:

1. To ensure provision of a work and educational environment that is free from sexual harassment.
2. To take all reasonable steps (active & preventive in nature) to prevent the harassment occurring.
3. To address any oral / written complaint about unwelcome sexual advances, unsolicited acts of physical intimacy, unwelcome requests of sexual favours or other unwelcome conduct of a sexual nature including oral or written statements of sexual nature to a person, or in a person's presence.

Procedures:

1. Obtaining high level support from the Principal for implementing a comprehensive strategy.
2. Providing information to all students and staff about what constitutes sexual harassment and about their responsibility not to sexually harass anyone.
3. Providing information and training to staff and students on meeting their responsibilities in relation to maintaining a work and study environment free from sexual harassment.
4. Develop a written policy which prohibits sexual harassment. The policy should outline the Institute's key commitments and legal responsibilities and provide definition of sexual harassment and behaviors that are not acceptable.
5. Regularly distribute and promote the policy at all levels of the institute. Also periodically review the policy to ensure it is operating effectively and contains up to date information.
6. Display anti-sexual harassment posters on notice boards in common areas and distribute relevant brochures; conduct regular awareness raising sessions for all students and staff on sexual harassment issues.
7. Ensure complaints process:
 - Are clearly documented
 - Are explained to all students and staff
 - Offer both formal and informal options for resolution
 - Address complaints in a manner which is fair, timely and confidential
 - Are based on principles of natural justice
 - Provide clear guidance on internal investigation procedures and record keeping
 - Give an undertaking that no student or staff will be victimized or compromised for making a complaint.

