

College of Non-Conventional Vocational Courses for Women, Kolhapur

IQAC members 2020-21

Chair Person :-	Dr. A. R. Kulkarni, Principal, CNCVCW
Senior Administrative :- Officers	Mr. B. Gore Mrs. Anuradha Kumbhar (I/C Librarian)
Teachers :-	Ar. Amarr Mestry (HOD, BID) Mrs. Snehal Khandekar (HOD, B.Sc. FTM) Mr. Adarsh Chavan Mrs. Pradnya Kapdi Mrs. Neelam Jirage (Invited Member) Mrs. Neerali Gibile Mrs. A. S. Raibagkar
Management Representative :-	Dr. V. M. Hilage Trustee Member
Local Society Representative :-	1) Mrs. Varsha M. Desai 2) Mrs. Jyoti Waghela
Alumni Representative :-	1) Ashwini Patil 2) Pooja Magdum
Student Representative :-	1) Jaina Oswal 2) Chitresha Nangare
Employer / Industrialist :-	1) Mrs. Urmila Gaikwad Industrialist 2) Mr. Sunil Manjrekar Architect




PRINCIPAL,
College of Non-Conventional
Vocational Courses For Women
Kolhapur

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)



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	ABD
6	Mr. Sanjeev Madhar Narkar	Parent Representative	Jh
7	Miss Dhanashri Kulloli	First year Student Representative	Jh
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. Pradhya 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.

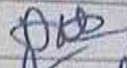



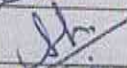

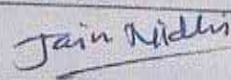


Co-ordinator
Anti Ragging Committee



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.

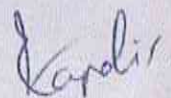
Resolution The minutes of the last meeting held on 25th January 2019 were read and confirmed.

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.

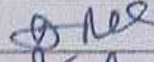
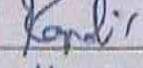
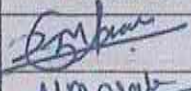
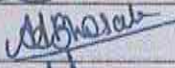

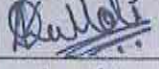
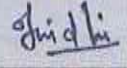


Co-ordinator
Anti Ragging Committee



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.

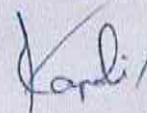
Resolution The minutes of the last meeting held on 8th October 2018 were read and confirmed.

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.

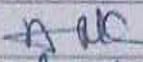

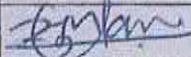



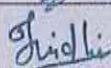


Co-ordinator
Anti Ragging Committee



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	
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 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.

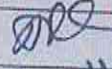
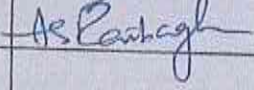
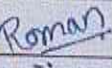
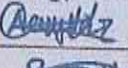

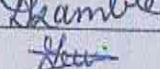
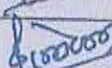
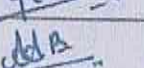


Co-ordinator
Anti Ragging Committee



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KOLHAPUR
CNCYGW
COLLEGE FOR WOMEN * COLLEGE OF CONVENTIONAL VOCATIONAL COURSES FOR WOMEN

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 Anjkar	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.

