

REVA
UNIVERSITY

Bengaluru, India

Minutes of the Meeting
Women Grievance Redressal
Cell
(WGRC)

Minutes of Meeting -Women Grievance Redressal Cell (WGRC)

On 11-08-2018 Women Grievance Redressal cell in conference room 1st floor admin block

The committee constituted by the University has been assembled in conference room 1st floor admin block REVA University to discuss about Student grievance.

The chairperson of the committee welcomed all the committee members and explained about the importance of this committee. He also circulated to all the roles and responsibilities of the committee.

Students requested for additional parking facility as the existing parking is not sufficient. The chairperson discussed with the management and additional parking facility is provided in front of university main gate.

The chairperson instructed to committee members to discuss academic related grievances with the respective school directors.

The Chair Person thanked all the members for attending meeting.



Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - Women Grievance Redressal Cell (WGRC)

Date: 25-08-2018

In response to the concerns raised during the Women Grievance Redressal Cell (WGRC) meeting held on 11-08-2018, the following actions have been taken:

Additional Parking Facility:

The Women grievance regarding insufficient parking space on campus was duly acknowledged. The Chairperson took immediate action and discussed the matter with the university management. As a result, it has been decided to provide an additional parking facility in front of the university's main gate to address the parking needs of the women.

Academic Grievances:

The Chairperson instructed all committee members to address academic-related grievances by directly engaging with the directors of the respective schools. This approach ensures that academic concerns are appropriately handled and resolved at the school level, where they can be addressed effectively.

The above actions were taken with the aim of promptly addressing the grievances brought up during the meeting and ensuring a conducive and supportive environment for the women.

We would like to express our appreciation to all the committee members for their active participation and valuable inputs during the meeting. Their contributions were instrumental in addressing the concerns and taking necessary actions.

The WGRC will continue to monitor and address any new grievances that may arise in the future. We remain committed to upholding the well-being and welfare of the students and fostering a positive campus environment.

Minutes of Meeting Women Grievance redressal Cell (WGRC)

On 26-08-2019 Grievance Redressal cell in conference room 1st floor admin block

The committee constituted by the University has been assembled in conference room 1st floor admin block REVA University to discuss about Student grievance.

Minutes:

- The chairperson of the committee welcomed all the committee members and explained the importance of this committee. He started the meeting with Rules and regulations outlined in this policy shall be applicable to all complaints raised by women students and staff.
- Rules and regulations will be applicable irrespective of whether the harassment is alleged to have taken place within or outside the campus.
- Members spoke about the committee will actively assist and provide available resources to the complainant in pursuing the complaint.
- The Chairperson also circulated to all the roles and responsibilities of the committee. He informed the members that hostel students are requesting for fitness center availability in the campus. The Chair Person thanked all the members for attending meeting.



Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - Women Grievance Redressal Cell (WGRC)

Date: 13-09-2019

In response to the discussions held during the Women Grievance Redressal Cell (WGRC) meeting on 26-08-2019, the following actions have been taken:

Rules and Regulations:

The Chairperson reiterated the importance of the committee and presented the rules and regulations outlined in the policy. These rules and regulations are now in effect and will be applicable to all complaints raised by women students and staff, regardless of whether the alleged harassment took place within or outside the campus. This ensures a standardized and comprehensive approach to grievance redressal.

Support for Complainants:

The committee members expressed their commitment to actively assist and provide resources to complainants throughout the complaint resolution process. This support will ensure that complainants have access to the necessary guidance and assistance in pursuing their complaints effectively.

Hostel Fitness Center Request:

The Chairperson informed the committee about the request from hostel students for the availability of a fitness centre on campus. The matter has been duly noted, and further consideration will be given to fulfilling this request. The feasibility, budget, and implementation plan will be evaluated to determine the viability of establishing a fitness center for the hostel students.

We would like to express our gratitude to all the committee members for their presence and active participation in the meeting. The valuable insights and contributions provided by the members have helped to shape the decisions and actions taken.

The WGRC will continue to work diligently to address grievances, uphold the established rules and regulations, and provide necessary support to complainants. We remain committed to maintaining a safe and inclusive environment for all women students and staff within the university.

Minutes of Meeting -Women Grievance Redressal Cell (WGRC) Meeting held on 25-07-2020.

Minutes:

A meeting was convened by the Chairperson of the committee to discuss the various issues and grievance related to students.

Minutes:

The chairperson addressed the following issues:

- Mess food quality and menu.
- Parking of two wheelers of the students staying in Hostel
- Availability of library facilities during night times
- Members also spoke about working towards building a gender-sensitized environment in the campus.
- And incorporate hygiene habits and ensure a healthy atmosphere in the campus.

All the issues were discussed and addressed in the benefit of the students of the University. Chairperson also discussed the roles and responsibilities of the committee members.

The Chairperson thanked all the members for attending meeting.



Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - Women Grievance Redressal Cell (WGRC)

Date: 7-08-2020

In response to the issues and grievances raised during the Women Grievance Redressal Cell (WGRC) meeting held on 25-07-2020, the following actions have been taken:

Mess Food Quality and Menu:

The concerns regarding mess food quality and menu were thoroughly discussed during the meeting. The committee recognized the importance of providing nutritious and hygienic meals to the students. As a result, measures have been implemented to improve the quality of the food served in the mess. The menu has been reviewed and revised to offer a wider variety of healthy options, considering the preferences and dietary requirements of the students.

Parking for Hostel Students:

The issue of parking for two-wheelers of students staying in the hostel was addressed. The committee worked closely with the university administration to designate appropriate parking spaces specifically for hostel students. This ensures convenient and safe parking facilities for their vehicles.

Library Facilities:

The availability of library facilities during night times was discussed. The committee acknowledged the importance of providing extended access to library resources for students who require it. As a result, arrangements have been made to extend library hours during certain days or allocate designated study areas for late-night access, considering the feasibility and security aspects.

Building a Gender-Sensitized Environment:

The committee members expressed their commitment to creating a gender-sensitized environment on campus. Efforts will be made to raise awareness, provide training programs, and organize events to foster a safe and inclusive atmosphere for all members of the university community.

The WGRC appreciates the active participation and valuable inputs of all committee members during the meeting. Their contributions were instrumental in addressing the concerns and taking necessary actions. We assure the students that their grievances are being addressed and that the WGRC remains dedicated to improving the overall experience and well-being of all students at the university.

Minutes of Meeting Woman Grievance Redressal Cell (WGRC)

**On 16-08-2021 Grievance Redressal cell in conference room 1st floor
admin block**

Minutes:

The committee constituted by the University has been assembled in conference room 1st floor admin block REVA University to discuss about Student grievance.

The chairperson addressed the following issues:

- Wi-fi issues in the classrooms and hostel.
- Availability of gym (fitness center) in the morning.
- Extra books facility for the students of hostel etc.
- The Chairperson spoke about essential to put up banners, poster, notices in each school, defining, harassment and about the contact information of the members of the complaints a committee.
- Members resolved to have a complaint box regarding to harassment concerned in the campus.

The committee members discussed the issues in the presence of the DGM, Hostel Warden, Sports Director and the IT Director. Chairperson also discussed the roles and responsibilities of the committee members.

The Chairperson thanked all the attendees for attending the meeting.

Action Taken Report - Women Grievance Redressal Cell (WGRC)

Date: 31-08-2021

In response to the issues and grievances discussed during the Women Grievance Redressal Cell (WGRC) meeting held on 16-08-2021, the following actions have been taken:

Wi-Fi Issues:

The concerns raised regarding Wi-Fi connectivity in classrooms and hostels were addressed. The committee collaborated with the IT Director to identify and resolve the connectivity issues. Necessary steps were taken to improve the Wi-Fi infrastructure, ensuring a more reliable and efficient internet connection for students in both academic and residential areas.

Availability of Gym (Fitness Center):

The request for the availability of the gym (fitness center) in the morning was acknowledged. The Sports Director and the Hostel Warden worked together to adjust the gym timings to accommodate students' preferences, ensuring access to fitness facilities during the desired hours.

Extra Books Facility:

The committee discussed the need for an additional book facility for hostel students. As a result, efforts were made to enhance the book lending system in the library, allowing hostel students to have extended borrowing privileges or access to additional resources as required.

Awareness Measures:

The Chairperson emphasized the importance of awareness regarding harassment issues on campus. It was decided to display banners, posters, and notices in each school to define harassment and provide contact information for the members of the complaints committee. These measures aim to promote awareness and encourage students to report any incidents of harassment they may encounter.

Complaint Box:

To facilitate the reporting of harassment concerns, the committee decided to install complaint boxes on campus. These designated boxes will provide students with a safe and confidential way to submit their complaints and ensure prompt action is taken.



Registrar
REVA University
Bengaluru - 560 064

Minutes of Meeting -Women Grievance Redressal Cell (WGRC)

On 22-12-2021 Women Grievance Redressal cell

Minutes:

A meeting was convened by the Chairperson of the committee to discuss the various issues and grievance related to students.

The chairperson addressed the following issues:

- Students'(Girls) grievance to be addressed immediately.
- Girls Canteen and food related issues.
- Internet facility in the Girls hostel to be addressed.
- The members raised the issue stating that prevention of sexual harassment, with organizing one day workshop, and how to prevent sexual harassment by victim can approach the committee, and committee will address their redressal.
- Members also requested the committee should address the grass-root employee in the REVA UNIVERSITY, regarding the prevention of harassment

All the issues were discussed and addressed in the benefit of the students of the University. Chairperson also discussed the roles and responsibilities of the committee members.

The Chairperson thanked all the members for attending meeting.

Action Taken Report - Women Grievance Redressal Cell (WGRC)

Date: 30-12-2021

In response to the issues and grievances discussed during the Women Grievance Redressal Cell (WGRC) meeting held on 22-12-2021, the following actions have been taken:

Immediate Addressal of Women Students' Grievances:

The Chairperson emphasized the importance of promptly addressing women students' grievances. The committee members have been assigned the task of promptly investigating and resolving any grievances raised by female students. Efforts will be made to ensure that the concerns of the students are addressed and resolved in a timely manner.

Girls Canteen and Food Related Issues:

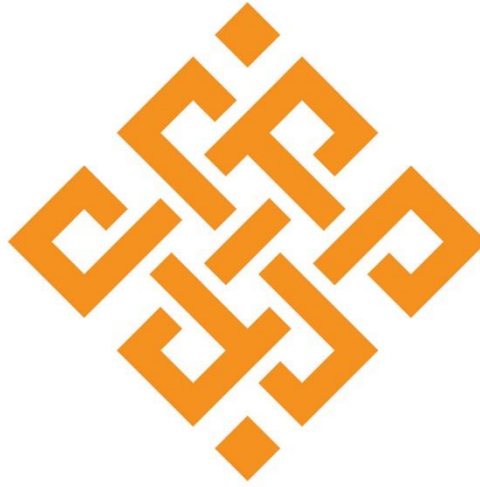
The concerns regarding the girls' canteen and food-related issues were thoroughly discussed during the meeting. The committee recognizes the significance of providing high-quality and nutritious meals to female students. Steps have been taken to assess the canteen operations and food quality. Necessary improvements will be implemented to enhance the dining experience for female students.

Internet Facility in the Girls Hostel:

The committee addressed the need for improved internet facilities in the girls' hostel. Collaborating with the IT department, efforts have been made to improve the internet connectivity in the hostel, ensuring reliable access to online resources for the female residents.

Prevention of Sexual Harassment:

The committee members highlighted the importance of preventing sexual harassment on campus. It was decided to organize a one-day workshop to raise awareness about the prevention of sexual harassment. Students will be educated on how to approach the committee for redressal, ensuring a supportive and safe environment for all. Furthermore, the committee will extend its efforts to address the prevention of harassment at the grass-root level for the students of REVA University.



REVA
UNIVERSITY

Bengaluru, India

Minutes of the Meeting
Internal Complaints Committee (ICC)

Internal Complaints Committee (ICC)

Minutes of the Meeting

Minutes of meeting of the ICC held on 27th of August 2017.

Meeting Agenda: -

- Prevention and Redressal

Members present:

1. Dr. SY Kulkarni -Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr.Y.Ramailanga Reddy
4. Dr. Beena.G

The following minutes were taken on 27th of August 2017.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.00 P.M, Administrative Block, REVA UNIVERSITY.

- Vice Chancellor stated there is need to create awareness among the students and faculty regarding the gender equality.
- Registrar advised the members that all the teaching, non-teaching faculty and students of REVA UNIVERSITY, should be made aware that there is committee is formed to prevent the sexual harassment.
- Further Vice-Chancellor stated that the committee will be formed at REVA UNIVERSITY, to address issues with respect to prevention, redressal of sexual harassment.
- Committee will be formed on the guidelines issued by the UGC.
- The members raised the issue stating that prevention of sexual harassment, with organizing one day workshop, and how to prevent sexual harassment by victim can approach the committee, and committee will address their redressal.
- Members also requested the committee should address the grass-root employee in the REVA UNIVERSITY, regarding the prevention of harassment.
- If the complainant desires to tender any documents by way of evidence, the Committee shall supply true copies of such documents to the defendant.

Similarly, if the defendant desires to tender any documents in evidence, the Committee shall supply true copies of such documents to the complainant.

- If the Committee thinks that supplementary testimony is required, the Convenor of the Committee shall forward to the persons concerned a summary of the proceedings and allow for a time of seven days to submit such testimony, in person or in writing, to the Committee.

- All information received during the examination and enquiry into a complaint of sexual harassment shall be held in trust by the concerned Committee against Sexual Harassment and the same shall not be made available pursuant to an application under the Right to Information Act, 2005. Such information shall constitute an exception under Section 8 (e) of the Right to Information Act, 2005, as the same is held by the Committee Against Sexual Harassment in a fiduciary relationship and the non-disclosure of the same will not be against public interest. To the contrary disclosure of such information may endanger the life or physical safety of the complainant or any of the witnesses. An exception to this Rule will be when the complainant herself applies for information under the Right to Information Act, 2005.

All the above minutes' proceeding were agreed and accepted by the members.



Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - Internal Complaints Committee (ICC)

Date: 4-09-2017

Following the minutes of the meeting held on 27th August 2017, the Internal Complaints Committee (ICC) has taken the following actions:

Creating Awareness:

The Vice Chancellor emphasized the need to raise awareness among students and faculty regarding gender equality. The ICC will undertake initiatives to educate the REVA University community about the importance of gender equality and the prevention of sexual harassment.

Committee Formation:

The Vice Chancellor announced the formation of a committee at REVA University to address issues related to the prevention and redressal of sexual harassment. The committee will be established in accordance with the guidelines issued by the UGC.

One-Day Workshop:

The members suggested organizing a one-day workshop to educate the students on how to prevent sexual harassment and how victims can approach the committee for redressal. This workshop will play a crucial role in creating a safe and supportive environment within the university.

Addressing Grass-Root Employees:

The committee members acknowledged the importance of addressing the prevention of harassment among grass-root employees. The ICC will extend its efforts to raise awareness among all staff members, ensuring a comprehensive approach to preventing sexual harassment.

Handling of Evidence and Testimonies:

The committee discussed the handling of evidence and supplementary testimonies. The ICC will ensure that both complainants and defendants have equal access to relevant documents and opportunities to present their testimony during the proceedings.

Confidentiality and Information Disclosure:

The ICC recognized the need to maintain strict confidentiality of information obtained during the examination and enquiry into a complaint of sexual harassment. The committee will abide by the provisions of the Right to Information Act, 2005, and ensure that the complainant's personal information remains protected.

The actions taken by the ICC align with the objectives discussed during the meeting. The committee is committed to implementing measures that promote a safe and respectful environment at REVA University.



Registrar
REVA University
Bengaluru - 560 064

Internal Complaints Committee (ICC)

Minutes of the Meeting

Minutes of meeting of the, REVA UNIVERSITY held on 21st of September 2018.

Meeting Agenda: -

- Ensure safety of the female teaching, non-teaching staff and Students

Members present:

1. Dr. S Y Kulkarni -Vice Chancellor
2. Dr. M. Dhananjaya-Registrar
3. Dr. Sunil Kumar. S. Manvi
4. Dr. Y. Ramailanga Reddy
5. Dr. Beena. G
6. Dr. Rajashekar Biradar

The following minutes were taken on 21st of September 2018.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 2.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting. The members unanimously confirmed the minutes.

- Vice Chancellor emphasized action plan to be adopted for the to ensure safety of the girl students in the campus.
- Members suggested to make them aware about the functions of Internal Complaint Committee and guidelines in concern to anti-sexual harassment among female members of teaching, non-teaching faculty and students.
- Dr. Rajashekar P Mandi, stated that the procedure to make complaints if they have any problem regarding harassment.
- Registrar and the members unanimously agreed that March 8th International National Women's Day, on this occasion REVA UNIVERSITY will pledge and campaign for gender quality.
- During the discussion, members mentioned that action need to be taken, in concern to implementing the complaint and the members also suggested that of the Internal Complaints Committee need to protect the interest of the female employees and students at working place in the campus.

- The members of the meeting suggested to organize special lecture programme to create awareness among the students about Act of Protection and Prevention of persons from sexual harassment in the college campus.


Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - Internal Complaint Committee (ICC)

Date: 30th September 2018

Following the minutes of the meeting held on 21st September 2018, the Internal Complaint Committee (ICC) has taken the following actions:

Ensuring Safety:

The Vice Chancellor highlighted the importance of implementing an action plan to ensure the safety of female students on campus. The ICC will work towards creating a secure environment by addressing any potential risks or concerns.

Awareness Campaign:

The committee members suggested conducting awareness programs to educate the teaching and non-teaching staff, as well as students, about the functions of the Internal Complaint Committee and the guidelines related to anti-sexual harassment. These programs will contribute to a better understanding of prevention and redressal mechanisms.

International Women's Day Pledge:

The Registrar proposed that REVA University take the opportunity of International Women's Day on March 8th to pledge and campaign for gender equality. This initiative will promote inclusivity and foster a supportive environment for female employees and students.

Complaint Implementation:

The members agreed on the importance of promptly addressing and implementing complaints received by the ICC. The committee will work diligently to ensure the interests and rights of female employees and students are protected in the workplace.

Special Lecture Program:

To enhance awareness and understanding of the Protection of Women from Sexual Harassment Act, the committee recommended organizing special lecture programs. These sessions will educate students about their rights, preventive measures, and the procedures to follow in cases of sexual harassment.

The actions taken by the ICC align with the objectives discussed during the meeting. The committee remains committed to creating a safe and respectful environment at REVA University.



Registrar
REVA University
Bengaluru - 560 064

Internal Complaints Committee (ICC)

Minutes of the Meeting

Minutes of meeting of the REVA UNIVERSITY held on 22nd of December 2018.

Meeting Agenda: -

- Complaints and Procedure

Members present:

1. Dr. S Y Kulkarni - Vice Chancellor
2. Dr. M. Dhanamjaya - Registrar
3. Dr. Sunil Kumar. S. Manvi
4. Dr. Y. Ramailanga Reddy
5. Dr. Beena. G
6. Dr. Rajashekar Biradar

The following minutes were taken on 28th of December 2018.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting. The members unanimously confirmed the minutes.

- Vice Chancellor emphasized, whether the committee has received any complaints, regarding to harassment against any student and staff.
- Committee members replied have not received any complaint concern to harassment from the staff and students.
- Members also stated REVA UNIVERSITY, will adopt guidelines issued by the Hon'ble Supreme Court, in the case Vishaka and others Vs. State of Rajasthan and the procedure align with REVA UNIVERSITY procedure concern to harassment at workplace.
- Registrar, spoke about essential to put up banners, poster, notices in each school, defining, harassment and about the contact information of the members of the complaints a committee.
- Members resolved to have a complaint box regarding to harassment concerned in the campus.
- All complaints made to any Committee member must be received and recorded by the member, who shall then inform the Chairperson about the complaint, who in turn shall call a meeting of the Committee.

- The proceedings under these Rules and Procedures of Internal Complaints Committee shall not, in any way, be affected by any other proceedings against the defendant taken up by the complainant under any other provision of civil or criminal law, except to the extent specifically ordered by a court of law.
- The provisions of these Rules and Procedures of Internal Complaints Committee shall not restrict the powers of the University or the complainant to proceed against the defendant for any other misconduct or pursue criminal or civil remedies, whether connected with the misconduct within the purview of these rules.


Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - Internal Complaints Committee (ICC)

Date: 28th December 2018

Following the minutes of the meeting held on 22nd December 2018, the Internal Complaints Committee (ICC) has taken the following actions:

Complaint Status:

The Vice Chancellor inquired about the receipt of any harassment complaints against staff or students. The committee members confirmed that no complaints had been received regarding harassment.

Adoption of Guidelines:

The committee members agreed to adopt the guidelines issued by the Hon'ble Supreme Court in the Vishaka and others Vs. State of Rajasthan case. The procedures implemented by REVA University for addressing workplace harassment will align with these guidelines.

Awareness Campaign:

The Registrar highlighted the importance of creating awareness about harassment prevention. It was agreed to display banners, posters, and notices in each school, defining harassment and providing contact information for the committee members. This will help students and staff members recognize and report any incidents of harassment.

Complaint Box:

The committee resolved to establish a complaint box on campus to facilitate the reporting of harassment concerns. This measure will provide a confidential and accessible channel for individuals to submit their complaints.

Complaint Recording and Proceedings:

All complaints made to any committee member will be recorded and communicated to the Chairperson, who will convene a committee meeting. It was emphasized that the ICC proceedings will continue independently, unaffected by any other civil or criminal proceedings related to the complaint. The actions taken by the ICC align with the objectives discussed during the meeting. The committee is dedicated to maintaining a safe and respectful environment at REVA University.

INTERNAL COMPLAINTS COMMITTEE

Minutes of the Meeting

Minutes of meeting of the ICC held on 16th of February 2019.

Meeting Agenda: -

- To Safeguard the rights of female students, faculty and staff members

Members present:

1. Dr.S.Y. Kulkarni-Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr. SunilKumar.S. Manvi 4.Dr.Y.Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar P Mandi
7. Dr. Rajashekar Biradar 8.Dr.M.L.Kalicharan

The following minutes were taken on 16th of February 2019.Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting. The members unanimously confirmed the minutes.

- Vice Chancellor stated to promote a healthy working environment for all female students, faculty and staff members.
- The Internal Complaints Committee will work towards creating an atmosphere promoting equality, non-discrimination, and gender sensitivity.
- Internal Complaints Committee to promote and facilitate measures to create a work environment that is free of sexual harassment.
- And incorporate hygiene habits and ensure a healthy atmosphere in the campus.
- Registrar asserted that speedy delivery of justice for the victims.
- The other members spoke regarding conducting seminars and lectures by the eminent personalities, concerned to, sexual harassment at workplace, and by medical professional regarding health and hygiene.

All the above minutes' proceeding were agreed and accepted by the members.

Action Taken Report - Internal Complaints Committee (ICC)

Date: 25th February 2019

Following the minutes of the meeting held on 16th February 2019, the Internal Complaints Committee (ICC) has taken the following actions:

Promoting a Healthy Working Environment:

The Vice Chancellor emphasized the importance of promoting a healthy working environment for all female students, faculty, and staff members. The ICC will work towards creating an atmosphere that fosters equality, non-discrimination, and gender sensitivity.

Preventing Sexual Harassment:

The ICC will actively promote and facilitate measures to create a work environment that is free from sexual harassment. Efforts will be made to raise awareness among the university community about the importance of maintaining respectful relationships and addressing any instances of harassment promptly.

Ensuring Speedy Delivery of Justice:

The Registrar highlighted the need for a speedy delivery of justice for victims of sexual harassment. The ICC will prioritize handling complaints efficiently, conducting thorough investigations, and ensuring timely resolution.

Conducting Seminars and Lectures:

Members suggested conducting seminars and lectures by eminent personalities on the topic of sexual harassment at the workplace. Additionally, medical professionals will be invited to provide insights into health and hygiene-related matters. These initiatives aim to educate and empower the university community to prevent and address issues related to harassment.

The actions taken by the ICC align with the objectives discussed during the meeting. The committee is committed to maintaining a safe, inclusive, and supportive environment at REVA University.

INTERNAL COMPLAINTS COMMITTEE

Minutes of the Meeting

Minutes of meeting of the ICC held on 28th of June 2019.

Meeting Agenda: -

- Establishing permanent cell and a committee

Members present:

1. Dr. SY Kulkarni -Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr.Y.Ramailanga Reddy
4. Dr. Beena.G
5. Dr. Rajashekar Biradar
6. Dr.M.L.Kalicharan
7. Dr. Payel Dutta Chowdhury
8. Dr. S. Senthil
9. Dr. Vidya Kumari
10. Dr. Vimala Swamy

The following minutes were taken on 28th of June 2019.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting.
The members unanimously confirmed the minutes.

- Vice Chancellor stated REVA UNIVERSITY, is committed to gender equality at the workplace.
- Registrar emphasized as per UGC directives REVA UNIVERSITY, is committed to implement the policy against sexual harassment in the workplace.
- Members also spoke about the implementation of the policy, via proper channel, members asserted strengthening the procedures and need to upgrade the justice delivery system.
- REVA UNIVERSITY will comply the rules: - Women at Workplace, (Prevention, Prohibition and Redressal) Act, 2013 issued by Ministry of Women and Child Development.
- Internal committee shall meet as and when any complaint is received.
- The victim will submit a written complaint to the committee.

- Committee shall conduct the proceedings in accordance to the principles of natural justice.
- Proceedings will be conducted on day-to-day basis.
- If complaint had made false allegation against any person, committee shall report to the higher authorities, with recommendations of the action to be taken against such person.
- All meetings of the Committee will be called by the Chairperson and a notice of at least five working days must be given for the meeting while in exceptional cases, an emergency meeting may be convened as per the requirement.
- No person who is a complainant, witness, or defendant in the complaint of sexual harassment shall be a member of the Committee.
- Any Committee member charged with sexual harassment in a written complaint must step down as member during the enquiry into that complaint.
- If the ICC decides not to conduct an enquiry into a complaint, it shall record the reasons for the same in the minutes of the Committee meeting. The Committee shall make the same available to the complainant in writing.

All the above minutes' proceeding were agreed and accepted by the members.


Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - Internal Complaints Committee (ICC)

Date: 8th July 2019

Following the minutes of the meeting held on 28th June 2019, the Internal Complaints Committee (ICC) has taken the following actions:

Commitment to Gender Equality:

The Vice Chancellor reiterated REVA University's commitment to gender equality in the workplace. The ICC will work towards creating an environment that ensures equal opportunities and a respectful atmosphere for all employees.

Implementation of Policies:

The Registrar emphasized the implementation of the policy against sexual harassment in accordance with UGC directives. The ICC will ensure the effective enforcement of the Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013, issued by the Ministry of Women and Child Development.

Strengthening Procedures:

Members discussed the need to strengthen procedures and upgrade the justice delivery system. The ICC will review and enhance the existing processes to ensure fair and prompt resolution of complaints.

Compliance with Rules:

REVA University will comply with the rules and regulations stated in the Women at Workplace Act. The ICC will align its functioning and procedures with the provisions outlined in the Act.

Complaint Handling:

The ICC will meet as and when any complaint is received. Complaints should be submitted in writing, and the committee will conduct proceedings in accordance with the principles of natural justice. Meetings will be scheduled with sufficient notice, and exceptional cases may require emergency meetings.

Conflict of Interest:

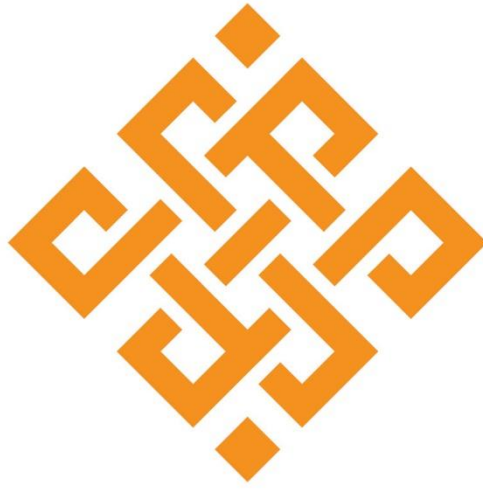
To maintain impartiality, no person who is a complainant, witness, or defendant in a sexual harassment complaint will be a member of the ICC. Additionally, any committee member charged with sexual harassment must step down during the inquiry into the complaint.

Decision on Enquiry:

If the ICC decides not to conduct an inquiry into a complaint, the reasons for such a decision will be recorded in the committee's minutes and provided to the complainant in writing. The ICC is dedicated to upholding the principles of justice, equality, and fairness in dealing with sexual harassment cases at REVA University.



Registrar
REVA University
Bengaluru - 560 064



REVA
UNIVERSITY

Bengaluru, India

Minutes of the Meeting

Sensitization to, Prevention of and
Redressal for Sexual Harassment

Committee

(SPARSH)

Sensitization to, Prevention of and Redressal for Sexual Harassment Committee (SPARSH)

Minutes of meeting of the SPARSH COMMITTEE, REVA UNIVERSITY held on 24th of August 2017.

Meeting Agenda: -

- Prevention and Redressal

Members present:

1. Dr.SY Kulkarni -Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr.Y. Ramailanga Reddy
4. Dr. Beena.G

The following minutes were taken on 24th of August 2017.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.00 P.M, Administrative Block, REVA UNIVERSITY.

•Vice Chancellor stated there is need to create awareness among the students and faculty regarding the gender equality.

•Registrar advised the members that all the teaching, non-teaching faculty and students of REVA UNIVERSITY, should be made aware that there is committee is formed to prevent the sexual harassment.

•Further Vice-Chancellor stated that the committee will be formed at REVA UNIVERSITY, to address issues with respect to prevention, redressal of sexual harassment.

•Committee will be formed on the guidelines issued by the UGC.

•The members raised the issue stating that prevention of sexual harassment, with organizing one day workshop, and how to prevent sexual harassment by victim can approach the committee, and committee will address their redressal.

•Members also requested the committee should address the grass-root employee in the REVA UNIVERSITY, regarding the prevention of harassment

Action Taken Report - SPARSH Committee

Date: 4th September 2017

Following the minutes of the meeting held on 24th August 2017, the SPARSH Committee has taken the following actions:

Awareness Campaign:

The Vice Chancellor emphasized the need to create awareness among students and faculty regarding gender equality. The committee will undertake an awareness campaign to educate the teaching and non-teaching staff, as well as the students at REVA University, about the prevention of sexual harassment.

Formation of Committee:

It was decided to form a committee at REVA University specifically dedicated to the prevention and redressal of sexual harassment. The committee will be formed based on the guidelines issued by the University Grants Commission (UGC).

Workshop on Prevention:

To address the issue of prevention of sexual harassment, the committee will organize a one-day workshop. The workshop will educate participants on how to prevent sexual harassment and inform them about the procedures to approach the committee for redressal.

Grassroots Employee Engagement:

The committee recognized the importance of reaching out to grassroots employees at REVA University. Efforts will be made to engage with these employees and provide them with necessary information and training regarding the prevention of harassment.

The SPARSH Committee is committed to creating a safe and respectful environment at REVA University, where all individuals are protected from sexual harassment and their complaints are addressed promptly and effectively.

SPARSH

Minutes of meeting-SPARSH COMMITTEE, REVA UNIVERSITY held on 14th of December 2017.

Meeting Agenda: -

- Measures to be taken

Members present:

1. Dr.S.Y.Kularni-Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr. SunilKumar.S. Manvi
4. Dr.Y.Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar Biradar

The following minutes were taken on 14th of December 2017.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 2.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the Prevention and Redressal held on 24th August 2017. The members unanimously confirmed the minutes.

- Vice Chancellor stated regarding measures to be taken in prevention of sexual harassment in the campus.
- Members suggested REVA UNIVERSITY should aim to achieve gender quality and awareness program should be conducted.
- Dr.Beena.G, Dean for Arts and Humanities, emphasized to promote measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment and other acts of gender based violence in the campus.
- Members stated that regarding the not a single grievance has been brought to the notice of the Committee during the session, thus redressal is nil
- Further Vice-Chancellor stated that the committee should promote gender quality.
- The members raised the issue stating that prevention of sexual harassment, with organizing one day workshop, and how to prevent sexual harassment by victim can approach the committee, and committee will address their redressal.
- Members also requested the committee should address the grass-root employee in the REVA UNIVERSITY, regarding the prevention of harassment.

Action Taken Report - SPARSH Committee

Date: 27th December 2017

Following the minutes of the meeting held on 14th December 2017, the SPARSH Committee has taken the following actions:

Gender Equality and Awareness Program:

In line with the suggestions provided by the members, REVA University will initiate a gender equality and awareness program. This program aims to promote measures that ensure gender equality, eliminate gender bias and discrimination, and prevent acts of gender-based violence, including sexual harassment, within the campus.

Grievance Redressal:

During the session, no grievances were brought to the attention of the Committee. This indicates a positive environment where instances of sexual harassment are low or non-existent. The Committee will continue to be vigilant and ensure a safe and respectful campus for all.

Workshop on Prevention and Redressal:

To further promote prevention and redressal of sexual harassment, the Committee will organize a one-day workshop. This workshop will educate participants on how to prevent sexual harassment and provide information on how victims can approach the committee for redressal. It will serve as a platform to raise awareness and empower individuals to address such issues.

Engagement with Grassroots Employees:

Recognizing the importance of engaging with grassroots employees, the Committee will actively address the prevention of harassment among this group. Efforts will be made to provide them with relevant information, training, and support to create a safe work environment.

The SPARSH Committee remains dedicated to ensuring the safety, well-being, and equality of all members within the REVA University community.

SPARSH

Minutes of Meeting- SPARSH Committee, REVA UNIVERSITY held on 28th of December 2018.

Meeting Agenda: -

- Complaints and Procedure

Members present:

1. Dr. SY Kulkarni -Vice Chancellor
2. Dr. M. Dhanamjaya-Registrar
3. Dr. SunilKumar. S. Manvi
4. Dr. Y. Ramailanga Reddy
5. Dr. Beena. G
6. Dr. Rajashekar Biradar

The following minutes were taken on 28th of December 2018.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the Ensure safety of the Girl student! held on 11th September 2018. The members unanimously confirmed the minutes.

- Vice Chancellor emphasized, whether the committee has received any complaints, regarding to harassment against any student and staff.
- Committee members replied have not received any complaint concern to harassment from the staff and students.
- Members also stated REVA UNIVERSITY, will adopt guidelines issued by the Hon'ble Supreme Court, in the case Vishaka and others Vs. State of Rajasthan and the procedure align with REVA UNIVERSITY procedure concern to harassment at workplace.
- Registrar, spoke about essential to put up banners, poster, notices in each school, defining, harassment and about the contact information of the members of the complaints a committee.
- Members resolved to have a complaint box regarding to harassment concerned in the campus.

Action Taken Report - SPARSH Committee

Date: 4th Jan 2018

Following the minutes of the meeting held on 28th December 2018, the SPARSH Committee has taken the following actions:

Complaints and Procedure:

The Committee confirmed that no complaints regarding harassment from staff or students have been received thus far. However, to ensure a safe and inclusive environment, the Committee will align its procedures with the guidelines issued by the Hon'ble Supreme Court in the Vishaka and others Vs. State of Rajasthan case.

Awareness Initiatives:

The Registrar highlighted the importance of awareness and proposed the implementation of banners, posters, and notices across all schools within REVA University. These materials will define harassment and provide contact information for the Committee members. This measure aims to raise awareness among the university community about the existence of the Committee and the avenues for reporting harassment.

Complaint Box:

To facilitate the reporting of harassment concerns, the Committee has decided to install a complaint box on campus. This box will provide students and staff with a confidential and secure means to report any incidents of harassment or misconduct.

The SPARSH Committee remains committed to maintaining a safe and respectful environment for all members of REVA University. It will continue to promote awareness, implement preventive measures, and address any grievances related to harassment promptly and effectively.

SPARSH

Minutes of Meeting-SPARSH COMMITTEE, REVA UNIVERSITY, held on 11th of September 2018.

Meeting Agenda: -

- Ensure safety of the Girl Students

Members present:

1. Dr.SY Kulkarni -Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr. SunilKumar.S. Manvi
4. Dr.Y.Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar Biradar

The following minutes were taken on 11th of September 2018.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 2.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the Measure to be taken held on 14th December 2017. The members unanimously confirmed the minutes.

- Vice Chancellor emphasized action plan to be adopted for the to ensure safety of the girl students in the campus.
- Members suggested to make them aware about the functions of redressal cell and guidelines concerned to anti-sexual harassment among female members of teaching, non-teaching faculty and students.
- Dr. Rajashekar P Mandi, stated that the procedure to make complaints if they have any problem regarding harassment
- Registrar and the members unanimously agreed that March 8th International National Women's Day, on this occasion REVA UNIVERSITY will pledge and I campaign for gender quality.

Action Taken Report - SPARSH Committee

Date: 25th September 2018

Following the minutes of the meeting held on 11th September 2018, the SPARSH Committee has taken the following actions:

Ensure Safety of the Girl Students:

The Vice Chancellor emphasized the importance of adopting an action plan to ensure the safety of girl students on campus. The Committee members suggested conducting awareness sessions to educate female members of the teaching and non-teaching faculty, as well as students, about the functions of the redressal cell and the guidelines pertaining to anti-sexual harassment.

Complaint Procedure:

Dr. Rajashekar P Mandi highlighted the need for a clear and accessible procedure for making complaints regarding harassment. The Committee acknowledged this concern and agreed to develop a robust and transparent complaint mechanism that would enable individuals to report any incidents of harassment without fear of reprisal.

International Women's Day Campaign:

The Registrar and the members unanimously agreed to observe International Women's Day on March 8th as an opportunity to promote gender equality and create awareness about the importance of a safe and inclusive environment. The Committee pledged to organize an impactful campaign within REVA University to celebrate the achievements of women and advocate for gender equality.

The SPARSH Committee remains dedicated to ensuring the safety and well-being of all girl students within REVA University. It will continue to implement measures, raise awareness, and provide a supportive environment that promotes gender equality and prevents any form of harassment.

SPARSH

Minutes of Meeting-SPARSH COMMITTEE, REVA UNIVERSITY held on 19th of February 2019.

Meeting Agenda: -

- To Safeguard the rights of female students, faculty and staff members

Members present:

1. Dr.S.Y. Kulkarni-Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr. SunilKumar.S. Manvi 4.Dr.Y.Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar P Mandi
7. Dr. Rajashekar Biradar 8.Dr.M.L.Kalicharan

The following minutes were taken on 19th of February 2019.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the Complaints and Procedure held on 28th December 2018. The members unanimously confirmed the minutes.

•Vice Chancellor stated to promote a healthy working environment for all female students, faculty and staff members.

•Dr.M.L. Kalicharan, Director School of Legal Studies emphasized about the Act enacted by the Government redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

As stated in the Act, "sexual harassment" includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication) namely:

- i. physical contact and advances.
- ii. a demand or request for sexual favours.
- iii. making sexually coloured remarks.
- iv. showing pornography
- v. any other unwelcome physical, verbal or non-verbal conduct of sexual nature

- Members also spoke about working towards building a gender-sensitized environment in the campus.
- And incorporate hygiene habits and ensure a healthy atmosphere in the campus.
- Registrar asserted that speedy delivery of justice for the victims.
- The other members spoke regarding conducting seminars and lectures by the eminent personalities, concerned to, sexual harassment at workplace, and by medical professional regarding health and hygiene.


Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - SPARSH Committee

Date: 27th February 2019

Following the minutes of the meeting held on 19th February 2019, the SPARSH Committee has taken the following actions:

Safeguarding the Rights of Female Students, Faculty, and Staff:

The Vice Chancellor emphasized the importance of promoting a healthy working environment for all female members of the university. The Committee members acknowledged the need to build a gender-sensitized environment on campus and incorporate hygiene habits to ensure a healthy atmosphere. They agreed to work towards creating awareness and sensitivity regarding sexual harassment through seminars and lectures conducted by eminent personalities in the field.

Understanding Sexual Harassment:

Dr. M.L. Kalicharan, Director of the School of Legal Studies, highlighted the provisions of the Act enacted by the government for the redressal of complaints of sexual harassment. The Act defines sexual harassment to include physical contact and advances, demands or requests for sexual favours, making sexually coloured remarks, showing pornography, and any other unwelcome physical, verbal, or non-verbal conduct of a sexual nature. The Committee members took note of these definitions and agreed to ensure that the guidelines align with the provisions of the Act.

Speedy Delivery of Justice:

The Registrar emphasized the importance of providing speedy delivery of justice for victims of sexual harassment. The Committee resolved to establish a process that ensures the timely investigation and resolution of complaints, with the aim of providing justice to the victims and maintaining a safe and inclusive environment.

The SPARSH Committee remains committed to upholding the rights and safety of female students, faculty, and staff at REVA University. It will continue to take necessary measures, conduct awareness programs, and facilitate a supportive environment that promotes gender equality and prevents sexual harassment.

SPARSH

Minutes of meeting - SPARSH COMMITTEE, REVA UNIVERSITY, held on 20th of June 2019.

Meeting Agenda: -

- Establishing permanent cell and a committee

Members present:

1. Dr. SY Kulkarni -Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr.Y.Ramailanga Reddy
4. Dr. Beena.G
5. Dr. Rajashekar Biradar
6. Dr.M.L.Kalicharan
7. Dr. Paye! Dutta Chowdhury
8. Dr. S. Senthil
9. Dr. Vidya Kumari
10. Dr. Vimala Swamy

The following minutes were taken on 20th of June 2019.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the To Safeguard the rights of female students, faculty and staff members held on 19th February 2019. The members unanimously confirmed the minutes.

- Vice Chancellor stated REVA UNIVERSITY, is committed to gender equality at the workplace.
- Registrar emphasized as per UGC directives REVA UNIVERSITY, is committed to implement the policy against sexual harassment in the workplace.
- Members also spoke about the implementation of the policy, via proper channel, members asserted strengthening the procedures and need to upgrade the justice delivery system.
- REVA UNIVERSITY will comply the rules: - Women at Workplace, (Prevention, Prohibition and Redressal) Act, 2013 issued by Ministry of Women and Child Development.

- Internal committee shall meet as and when any complaint is received.
- The victim will submit a written complaint to the committee.
- Committee shall conduct the proceedings in accordance to the principles of natural justice.
- Proceedings will be conducted on day-to-day basis.
- If complaint had made false allegation against any person, committee shall report to the higher authorities, with recommendations of the action to be taken against such person.


Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - SPARSH Committee

Date: 29th June 2019

Following the minutes of the meeting held on 20th June 2019, the SPARSH Committee has taken the following actions:

Establishment of Permanent Cell and Committee:

The Vice Chancellor reiterated the commitment of REVA University to gender equality at the workplace. The Registrar emphasized the implementation of the policy against sexual harassment in accordance with the directives of the University Grants Commission (UGC). The Committee members discussed the need to strengthen procedures and upgrade the justice delivery system.

Compliance with Women at Workplace Act:

REVA University will comply with the rules and regulations of the Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 issued by the Ministry of Women and Child Development. The Committee will ensure the proper implementation of the policy through the established channels.

Complaint Handling Process:

The Committee established a clear procedure for handling complaints. When a complaint is received, the victim is required to submit a written complaint to the Committee. The Committee will conduct proceedings in accordance with the principles of natural justice. The proceedings will be conducted on a day-to-day basis to ensure timely resolution.

False Allegations:

If a complaint is found to have made false allegations against any person, the Committee will report to the higher authorities and provide recommendations for appropriate action to be taken against the person involved.

The SPARSH Committee remains dedicated to creating a safe and respectful environment for all members of REVA University. It will continue to implement and uphold policies against sexual harassment, ensuring that complaints are addressed promptly and fairly.

SPARSH

Minutes of meeting of the SPARSH COMMITTEE, REVA UNIVERSITY held on 20th of February 2020.

Meeting Agenda: -

- Committee and organize Programmes

Members present:

1. Dr. S. R. Shankapal -Vice Chancellor {In-Charge}
2. Dr.M. Dhanamjaya-Registrar
3. Dr. SunilKumar.S. Manvi 4.Dr.Y.Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar Biradar
8. Dr.Bharathi.S
9. Dr. Payel Dutta Chowdhury
10. Dr. S. Senthil
11. Dr. Vidya Kumari
12. Dr. Vimala Swamy

The following minutes were taken on 20th of February 2020.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the Committee and Organizing Programmes and Redressal held on 20th June 2019. The members unanimously confirmed the minutes.

- Vice Chancellor {In-Charge), stated to organize programmes to ensure women development.
- Registrar emphasized that if employee/student found to have harassed another employee/student, the appropriate disciplinary procedure action will be issued against such persons.
- Complaint can be registered via., online, IT Department will create a portal for victims it will align University website.
- Rules and regulations outlined in this policy shall be applicable to all complaints.

- Rule and regulation will be applicable irrespective of whether the harassment is alleged to have taken place within or outside the campus.
- Members also spoke about the committee will actively assist and provide available resources to the complainant in pursuing the complaint.
- Presiding officer will be senior women faculty and members will be two from teaching employee and two non-teaching employees.
- Committee will consist of members of the faculty, administration, service staff and students' representatives.


Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - SPARSH Committee

Date: 28th February 2020

Following the minutes of the meeting held on 20th February 2020, the SPARSH Committee has taken several actions to address and prevent sexual harassment within REVA University.

Firstly, the committee has recognized the importance of organizing programs for women's development. These programs will focus on empowering women and promoting gender equality on campus. By providing opportunities for growth and skill-building, the committee aims to create a supportive environment for female students, faculty, and staff.

Secondly, the committee emphasizes the implementation of disciplinary action for any instances of harassment. The Registrar has reaffirmed the commitment to taking appropriate action against individuals found guilty of harassing others. This sends a strong message that such behaviour will not be tolerated and helps maintain a safe and respectful atmosphere within the university.

To streamline the complaint registration process, the committee has decided to create an webpage on the website. This will enable victims to register their complaints conveniently and securely. By aligning the webpage with the university's website, the committee aims to ensure easy access to the complaint mechanism for all members of the university community.

The committee has also clarified that the rules and regulations outlined in the policy against sexual harassment are applicable to all complaints, regardless of whether the incidents occurred on or off campus. This ensures that comprehensive measures are in place to address harassment cases effectively and fairly. Additionally, the committee is dedicated to providing support and resources to complainants throughout the process. The members have expressed their commitment to actively assist victims and ensure their rights are protected during the investigation and resolution of complaints.

Lastly, the composition of the committee includes representatives from different stakeholders within the university. This diverse representation, including faculty, administration, service staff, and student representatives, ensures a holistic and inclusive approach to handling complaints and promoting a safe campus environment.

The SPARSH Committee remains steadfast in its mission to prevent and address sexual harassment within REVA University. By implementing these actions, the committee aims to create an atmosphere where all members feel respected, protected, and empowered.



Registrar
REVA University
Bengaluru - 560 064

SPARSH

Minutes of meeting of the Sensitization to, Prevention of and Redressal for Sexual Harassment - SPARSH, held on 03rd of April 2021

Meeting Agenda: -

Adoption of UGC guidelines

Members present:

1. Dr.M. Dhananjaya- Vice Chancellor
2. Dr. SunilKumar.S. Manvi
3. Dr.Y.Ramailanga Reddy
4. Dr. Beena.G
5. Dr.Bharathi.S
6. Dr. Payel Dutta Chowdhury
7. Dr. S. Senthil

The following minutes were taken on 03rd of April 2021.

Meeting was presided over by the Chairperson in the presence of members., with prior intimation.

- To develop a proper guidelines and norms for a policy against sexual harassment to the girl student in the campus.
- To develop principles and procedures for combating sexual harassment
- It was decided to promote measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment, and other acts of gender-based violence in the campus, since the college is a co-educational, hence safety and security to the girl students should be given priority.
- The Committee should organize awareness programmes and campaigns for the benefit of all members in the campus on sexual harassment and gender-based discrimination.

All the above minutes' proceeding were agreed and accepted by the members.

Action Taken Report - SPARSH Committee

Date: 12th April 2021

Following the minutes of the meeting held on 03rd April 2021, the SPARSH Committee has taken the following actions:

Adoption of UGC Guidelines: The committee has unanimously agreed to adopt the guidelines set forth by the University Grants Commission (UGC) for the prevention, sensitization, and redressal of sexual harassment. These guidelines will serve as the foundation for the committee's policy against sexual harassment on campus.

Development of Policy and Norms: The committee has prioritized the development of comprehensive guidelines and norms for a policy against sexual harassment specifically tailored for the safety and well-being of female students on campus. These guidelines will ensure a safe and inclusive environment where students can pursue their education without fear of harassment.

Principles and Procedures for Combatting Sexual Harassment: The committee has undertaken the task of formulating principles and procedures to effectively combat sexual harassment. These measures will provide a clear framework for addressing complaints, conducting investigations, and ensuring appropriate disciplinary actions are taken against perpetrators.

Promoting Gender Equality and Safety: Recognizing the importance of achieving gender equality and eradicating gender bias and discrimination, the committee has decided to promote measures aimed at creating a campus environment free from all forms of gender-based violence, including sexual harassment. Safety and security for female students will be given utmost priority.

Awareness Programs and Campaigns: The committee has resolved to organize awareness programs and campaigns to educate and sensitize all members of the campus community about sexual harassment and gender-based discrimination. These initiatives will help foster a culture of respect, understanding, and gender equality.

All the actions mentioned above have been agreed upon and accepted by the committee members. The SPARSH Committee is committed to implementing these measures and ensuring a safe and conducive learning environment for all students at REVA University.

SPARSH

Minutes of meeting of the Sensitization to, Prevention of and Redressal for Sexual Harassment - SPARSH, held on 2nd of May 2022

Meeting Agenda: -

To ensure the safety of female students, faculty and staff members

Members present:

1. Dr.M. Dhananjaya- Vice Chancellor
2. Dr. SunilKumar.S. Manvi
3. Dr.Y.Ramailanga Reddy
4. Dr. Beena.G
5. Dr.Bharathi.S
6. Dr. Payel Dutta Chowdhury
7. Dr. S. Senthil

The following minutes were taken on 2nd of May 2022.

Meeting was presided over by the Chairperson in the presence of members., with prior intimation.

- Vice Chancellor stated there is need to create awareness among the students and faculty regarding the gender equality.
- To develop principles and procedures for combating sexual harassment
- Dr. Bharathi.S, Director School of Legal Studies emphasized about the Act enacted by the Government redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.
- Members also stated REVA UNIVERSITY, will adopt guidelines issued by the Hon'ble Supreme Court, in the case Vishaka and others Vs. State of Rajasthan and the procedure align with REVA UNIVERSITY procedure concern to harassment at workplace.

All the above minutes' proceeding were agreed and accepted by the members.

Action Taken Report - SPARSH Committee

Date: 13th May 2022

Following the minutes of the meeting held on 2nd May 2022, the SPARSH Committee has taken the following actions:

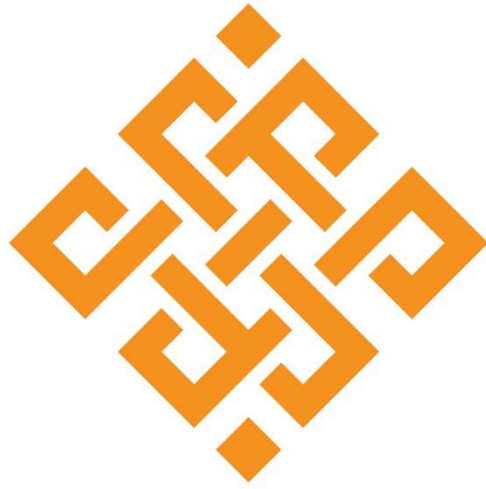
Awareness Programs on Gender Equality: The Vice Chancellor emphasized the importance of creating awareness among students and faculty regarding gender equality. The committee will organize awareness programs to promote a culture of equality and respect within REVA University.

Development of Principles and Procedures: The committee has undertaken the task of developing comprehensive principles and procedures for combating sexual harassment. These guidelines will provide a clear framework for addressing complaints, conducting investigations, and ensuring appropriate actions are taken to prevent and redress sexual harassment incidents.

Adoption of Government Guidelines: Dr. Bharathi.S, Director of the School of Legal Studies, highlighted the Act enacted by the Government for the redressal of complaints of sexual harassment. The committee has decided to adopt these guidelines to align with REVA University's procedures concerning harassment at the workplace.

Compliance with Supreme Court Guidelines: The committee members acknowledged the guidelines issued by the Hon'ble Supreme Court in the Vishaka and others Vs. State of Rajasthan case. REVA UNIVERSITY will align its procedures with these guidelines to ensure the prevention and redressal of sexual harassment cases effectively.

All the actions mentioned above have been agreed upon and accepted by the committee members. The SPARSH Committee is committed to implementing these measures and creating a safe and inclusive environment for all female students, faculty, and staff members at REVA University.



REVA
UNIVERSITY

Bengaluru, India

Minutes of the Meeting
University Complaints Committee
(UCC)

University Complaints Committee (UCC)

Minutes of Meeting

Minutes of meeting of the UCC held on 27th of August 2017.

Meeting Agenda: -

- Prevention and Redressal

Members present:

1. Dr.SY Kulkarni -Vice Chancellor
2. Dr. M. Dhanamjaya-Registrar
3. Dr.Y. Ramailanga Reddy
4. Dr. Beena.G

The following minutes were taken on 27th of August 2017.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.00 P.M, Administrative Block, REVA UNIVERSITY.

- Vice Chancellor stated there is need to create awareness among the students and faculty regarding the gender equality.
- Registrar advised the members that all the teaching, non-teaching faculty and students at REVA UNIVERSITY, should be made aware that there is committee is formed to prevent the sexual harassment.
- Further Vice-Chancellor stated that the committee will be formed at REVA UNIVERSITY, to address issues with respect to prevention, redressal of sexual harassment.
- Committee will be formed on the guidelines issued by the UGC.
- Members also spoke about, how committee need to work, where's the committee, will receive complaint and it will take cognizance of complaints in align to sexual harassment at the university and give every complaint serious consideration.
- Members also requested the committee should address the grass-root employee in the REVA UNIVERSITY, regarding the prevention of harassment.

All the above minutes' proceeding were agreed and accepted by the members.

Action Taken Report - University Complaints Committee (UCC)

Date: 31st August 2017

Following the minutes of the meeting held on 27th August 2017, the University Complaints Committee (UCC) has taken the following actions:

Awareness Programs on Gender Equality: The Vice Chancellor emphasized the need to create awareness among students and faculty regarding gender equality. The UCC will organize awareness programs to promote a culture of equality and respect within REVA University.

Dissemination of Information: The Registrar advised that all teaching and non-teaching faculty members, as well as students, should be made aware of the existence of the UCC and its role in preventing sexual harassment. Efforts will be made to ensure that everyone is informed about the committee and its purpose.

Formation of the Committee: The Vice Chancellor announced the formation of the UCC at REVA University. The committee will be established based on the guidelines issued by the University Grants Commission (UGC) for the prevention and redressal of sexual harassment.

Complaint Handling Process: The committee will receive, and address complaints related to sexual harassment at the university. Every complaint will be treated seriously, and appropriate actions will be taken following the due process outlined by the UGC guidelines.

Grassroot Employee Engagement: The committee members recognized the importance of addressing the prevention of harassment among grassroots employees at REVA University. Efforts will be made to extend awareness programs and training to these employees, ensuring their safety and well-being.

All the actions mentioned above have been agreed upon and accepted by the UCC members. The committee is committed to implementing these measures and creating a safe and inclusive environment for all members of REVA University.



Registrar
REVA University
Bengaluru - 560 064

UNIVERSITY COMPLAINTS COMMITTEE

Minutes of the Meeting

Minutes of meeting of the UCC held on 17th of December 2017.

Meeting Agenda: -

- Measures to be taken

Members present:

1. Dr.S.Y.Kularni-Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr. SunilKumar.S. Manvi
4. Dr.Y.Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar Biradar

The following minutes were taken on 17th of December 2017.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 2.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the meeting. The members unanimously confirmed the minutes.

•Vice Chancellor stated regarding measures to be taken in prevention of sexual harassment in the campus.

•Members suggested REVA UNIVERSITY should aim to achieve gender quality and awareness program should be conducted.

•Dr. Been.G, Dean for Arts and Humanities, emphasized to promote measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment, and other acts of gender-based violence in the campus.

•The members raised the issue stating that prevention of sexual harassment, with organizing one day workshop, and how to prevent sexual harassment by victim can approach the committee, and committee will address their redressal.

•Members also requested the committee should address the grass-root employee in the REVA UNIVERSITY, regarding the prevention of harassment.

All the above minutes' proceeding were agreed and accepted by the members.

Action Taken Report - University Complaints Committee (UCC)

Date: 27th December 2017

Following the minutes of the meeting held on 17th December 2017, the University Complaints Committee (UCC) has taken the following actions:

Awareness Programs on Gender Equality: The Vice Chancellor emphasized the importance of taking measures to prevent sexual harassment on campus. The UCC will organize awareness programs and workshops to promote gender equality, eliminate gender bias and discrimination, and prevent acts of gender-based violence within REVA University.

One-Day Workshop on Prevention of Sexual Harassment: The members suggested conducting a one-day workshop on the prevention of sexual harassment. This workshop will educate students and faculty on recognizing and addressing harassment issues. It will also provide guidance on how victims can approach the committee for redressal.

Grassroot Employee Engagement: Recognizing the need to address harassment prevention among grassroots employees, the committee will extend its efforts to include awareness programs for this group. Special attention will be given to providing information and training on preventing harassment to all employees of REVA University.

Redressal Mechanism: The committee will establish a robust redressal mechanism for addressing complaints of sexual harassment. Victims will be encouraged to approach the committee with their concerns, and the committee will ensure a fair and impartial investigation into each case.

All the actions mentioned above have been agreed upon and accepted by the UCC members. The committee is committed to implementing these measures to create a safe and respectful environment for all members of REVA University.

UNIVERSITY COMPLAINTS COMMITTEE

Minutes of the Meeting

Minutes of meeting of the UCC held on 14th of September 2018.

Meeting Agenda: -

- Ensure safety of the Girl Students

Members present:

1. Dr. SY Kulkarni -Vice Chancellor
2. Dr.M. Dhananjaya-Registrar
3. Dr. SunilKumar.S. Manvi
4. Dr.Y.Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar Biradar

The following minutes were taken on 14th of September 2018.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 2.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the Measure. The members unanimously confirmed the minutes.

- Vice Chancellor emphasized action plan to be adopted for the to ensure safety of the girl students in the campus.
 - Members suggested to make them aware about the functions of redressal cell and guidelines concerned to anti-sexual harassment among female members of teaching, non-teaching faculty and students.
 - Dr.Rajashekar P Mandi stated that the procedure to make complaints if they have any problem regarding harassment.
 - Registrar and the members unanimously agreed that March 8th International National Women's Day, on this occasion REVA UNIVERSITY will pledge and I campaign for gender quality.
 - Members spoke about procedure need followed by the committee members, are, no person who is a complainant, witness, or defendant in the complaint of sexual harassment shall be a member of the Committee.
 - Any Committee member charged with sexual harassment in a written complaint must step down as member during the enquiry into that complaint.
- All the above minutes' proceeding were agreed and accepted by the members.

Action Taken Report - University Complaints Committee (UCC)

Date: 25th September 2018

Following the minutes of the meeting held on 14th September 2018, the University Complaints Committee (UCC) has taken the following actions:

Action Plan for Ensuring Safety of Girl Students: The Vice Chancellor emphasized the need to develop an action plan to ensure the safety of girl students on campus. The UCC will work on implementing measures that create a safe and secure environment for female students at REVA University.

Awareness Programs and Guidelines: The members suggested conducting awareness programs to educate the female members of the teaching and non-teaching faculty and students about the functions of the redressal cell and the guidelines related to anti-sexual harassment. This initiative aims to empower female members to recognize and report any incidents of harassment promptly.

Procedure for Complaints: Dr. Rajashekar P Mandi highlighted the importance of clearly outlining the procedure for making complaints regarding harassment. The UCC will develop and communicate a well-defined procedure for reporting complaints, ensuring that victims feel comfortable and supported throughout the process.

International Women's Day Campaign: The committee agreed to celebrate International Women's Day on March 8th by pledging support for gender equality. REVA University will organize a campaign to raise awareness and promote gender equality on this occasion.

Committee Membership Guidelines: The members discussed the importance of maintaining impartiality within the committee. It was unanimously agreed that no person who is a complainant, witness, or defendant in a sexual harassment complaint should be a member of the committee. Additionally, any committee member charged with sexual harassment must step down during the inquiry into that complaint.

All the actions mentioned above have been agreed upon and accepted by the UCC members. The committee is dedicated to implementing these measures and ensuring the safety and well-being of all female students at REVA University.

UNIVERSITY COMPLAINTS COMMITTEE

Minutes of the Meeting

Minutes of meeting of the UCC held on 29th of December 2018.

Meeting Agenda: -

- Complaints and Procedure

Members present:

1. Dr. SY Kulkarni -Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr. SunilKumar.S. Manvi
4. Dr.Y.Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar Biradar

The following minutes were taken on 29th of December 2018.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the Ensure safety of the Girl student. The members unanimously confirmed the minutes.

- Vice Chancellor emphasized, whether the committee has received any complaints, regarding to harassment against any student and staff.
- Committee members replied have not received any complaint concern to harassment from the staff and students.
- Members also stated REVA UNIVERSITY, will adopt guidelines issued by the Hon'ble Supreme Court, in the case Vishaka and others Vs. State of Rajasthan and the procedure align with REVA UNIVERSITY procedure concern to harassment at workplace.
- Registrar, spoke about essential to put up banners, poster, notices in each school, defining, harassment and about the contact information of the members of the complaints a committee.

- Members resolved to have a complaint box regarding to harassment concerned in the campus.
- It decided not to conduct an enquiry into a complaint, it shall record the reasons for the same in the minutes of the Committee meeting. The Committee shall make the same available to the complainant in writing.
- The Committee shall have the power to summon any official papers or documents pertaining to the complaint under enquiry.

All the above minutes' proceeding were agreed and accepted by the members.


Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - University Complaints Committee (UCC)

Date: 7th January 2018

Following the minutes of the meeting held on 29th December 2018, the University Complaints Committee (UCC) has taken the following actions:

Status of Complaints: The Vice Chancellor inquired whether the committee has received any complaints regarding harassment against any student or staff. The members confirmed that no complaints have been received so far.

Adoption of Guidelines: The UCC will adopt the guidelines issued by the Hon'ble Supreme Court in the case Vishaka and others Vs. State of Rajasthan. These guidelines will be aligned with REVA University's own procedure concerning harassment at the workplace. This ensures that the committee follows a well-established framework for addressing and resolving complaints.

Awareness Measures: The Registrar highlighted the importance of creating awareness about harassment and the existence of the complaints committee. It was suggested to display banners, posters, and notices in each school, defining harassment and providing the contact information of the committee members. This will help in promoting a culture of respect and encouraging individuals to come forward with their concerns.

Complaint Box: The committee resolved to install a complaint box on campus specifically for harassment-related concerns. This provides an additional avenue for individuals to submit complaints in a confidential manner.

Record of Enquiry Decision: It was decided that if the committee decides not to conduct an inquiry into a complaint, the reasons for this decision will be recorded in the minutes of the committee meeting. The complainant will be provided with a written explanation for the decision.

The UCC also affirmed its power to summon any official papers or documents related to the complaint under investigation.

All the actions mentioned above have been agreed upon and accepted by the UCC members. The committee is committed to proactively addressing harassment concerns and creating a safe and inclusive environment at REVA University.

UNIVERSITY COMPLAINTS COMMITTEE

Minutes of the Meeting

Minutes of meeting of the UCC held on 23rd of February 2019.

Meeting Agenda: -

- To Safeguard the rights of female students, faculty, and staff members

Members present:

1. Dr.S.V. Kulkarni-Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr. SunilKumar.S. Manvi
4. Dr.Y.Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar P Mandi
7. Dr. Rajashekar Biradar 8.Dr.M.L.Kalicharan

The following minutes were taken on 23rd of February 2019.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the Complaints and Procedure. The members unanimously confirmed the minutes.

- Vice Chancellor stated to promote a healthy working environment for all female students, faculty and staff members.
- Dr.M.L Kalicharan, Director School of Legal Studies emphasized about the Act enacted by the Government redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.
- The members expressed that there were no cases of complaints against sexual harassment in the college campus and the male and the female students have a healthy and friendly relationship.
- They team up together and perform their academic work and participate in co-curricular and extra-curricular activities without any gender disparity.
- Members also spoke about working towards building a gender-sensitized environment in the campus.
- And incorporate hygiene habits and ensure a healthy atmosphere in the campus

All the above minutes' proceeding were agreed and accepted by the members.


Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - University Complaints Committee (UCC)

Date: 28th February 2019

Following the minutes of the meeting held on 23rd February 2019, the University Complaints Committee (UCC) reports the following actions taken:

Safeguarding Rights: The Vice Chancellor emphasized the importance of promoting a healthy working environment for all female students, faculty, and staff members. The committee acknowledges the significance of safeguarding their rights and ensuring a gender-sensitive atmosphere on campus.

Awareness of Legislation: Dr. M.L. Kalicharan, Director of the School of Legal Studies, highlighted the Act enacted by the Government concerning the redressal of complaints of sexual harassment. This serves as a reminder to the committee members of their responsibilities in addressing any potential complaints.

No Complaints Received: The members expressed that there have been no cases of complaints regarding sexual harassment in the college campus. It was noted that both male and female students maintain a healthy and friendly relationship, working together in academic pursuits and participating in co-curricular and extra-curricular activities without gender disparity.

Gender-Sensitized Environment: The committee discussed the importance of building a gender-sensitized environment in the campus. This includes promoting respect, equality, and inclusivity among all members of the university community.

Hygiene and Healthy Atmosphere: The committee resolved to incorporate hygiene habits and ensure a healthy atmosphere on campus. This includes maintaining cleanliness, proper sanitation facilities, and providing a conducive environment for learning and personal well-being.

All the actions discussed and agreed upon in the meeting have been accepted by the UCC members. The committee remains vigilant in its commitment to address any future complaints and maintain a safe and inclusive campus environment.

UNIVERSITY COMPLAINTS COMMITTEE

Minutes of the Meeting

Minutes of meeting of the UCC held on 22nd of June 2019.

Meeting Agenda: -

- Establishing permanent cell and a committee

Members present:

1. Dr. SY Kulkarni -Vice Chancellor
2. Dr.M. Dhanamjaya-Registrar
3. Dr.Y.Ramailanga Reddy
4. Dr. Beena.G
5. Dr. Rajashekar Biradar 6 Dr.M.L.Kalicharan
7. Dr. Payel Dutta Chowdhury
8. Dr. S. Senthil
9. Dr. Vidya Kumari
10. Dr. Vimala Swamy

The following minutes were taken on 22nd of June 2019.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the To Safeguard the rights of female teaching, non-teaching staff and students, The members unanimously confirmed the minutes.

•Vice Chancellor stated REVA UNIVERSITY, is committed to gender equality at the workplace.

•Registrar emphasized as per Hon'ble Supreme Court and UGC directives REVA UNIVERSITY, is committed to implement the policy against sexual harassment in the workplace.

•Members also spoke about the implementation of the policy, via proper channel, members asserted strengthening the procedures and need to upgrade the justice delivery system.

•REVA UNIVERSITY will comply the rules: - Women at Workplace, (Prevention, Prohibition and Redressal) Act, 2013 issued by Ministry of Women and Child Development.

•Internal committee shall meet as and when any complaint is received.

- The victim will submit a written complaint to the committee.
- Committee shall conduct the proceedings in accordance with the principles of natural justice.
- If complaint had made false allegation against any person, committee shall report to the higher authorities, with recommendations of the action to be taken against such person.
- During discussion members expressed that the committee is dedicated towards, creating an atmosphere promoting equality, non-discrimination, and gender sensitivity.
- Members also emphasized to promote and facilitate measures to create a work environment that is free of sexual harassment.

All the above minutes' proceeding were agreed and accepted by the members.



Registrar
REVA University
Bengaluru - 560 064

Action Taken Report - University Complaints Committee (UCC)

Date: 28th June 2019

Following the minutes of the meeting held on 22nd June 2019, the University Complaints Committee (UCC) reports the following actions taken:

Commitment to Gender Equality: The Vice Chancellor reiterated REVA University's commitment to gender equality in the workplace. This includes creating an environment that promotes non-discrimination, equal opportunities, and gender sensitivity.

Implementation of Policies: The Registrar emphasized the importance of implementing policies against sexual harassment in accordance with the directives of the Hon'ble Supreme Court and UGC. The committee is dedicated to upholding the Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 issued by the Ministry of Women and Child Development.

Strengthening Procedures: The committee members discussed the need to strengthen the procedures and upgrade the justice delivery system. The focus is on ensuring a fair and unbiased process for addressing complaints of sexual harassment.

Complaint Handling: The committee established that the internal committee will meet as and when any complaint is received. The victim is required to submit a written complaint, and the proceedings will be conducted in accordance with the principles of natural justice.

False Allegations: In the case of false allegations, the committee will report to the higher authorities with recommendations for appropriate action against the person making the false complaint.

Promoting a Safe Work Environment: Members expressed their dedication to creating an atmosphere that promotes equality, non-discrimination, and gender sensitivity. Measures will be taken to foster a work environment that is free from sexual harassment.

The actions discussed and agreed upon during the meeting have been accepted by all members of the UCC. The committee remains committed to upholding the policies and ensuring a safe and inclusive environment for all members of the university community.

UNIVERSITY COMPLAINTS COMMITTEE

Minutes of the Meeting

Minutes of meeting of the UCC held on 22nd of February 2020.

Meeting Agenda: -

- Committee and organizing Programmes.

Members present:

1. Dr. S. R. Shankapal -Vice Chancellor (In-Charge)
2. Dr.M. Dhanamjaya-Registrar
3. Dr. SunilKumar.S. Manvi
4. Dr.Y. Ramailanga Reddy
5. Dr. Beena.G
6. Dr. Rajashekar Biradar
8. Dr.Bharathi.S
9. Dr. Payel Dutta Chowdhury
10. Dr. S. Senthil
11. Dr. Vidya Kumari
12. Dr. Vimala Swamy

The following minutes were taken on 22nd of February 2020.

Meeting was presided over by the Vice Chancellor in the presence of the members, held at 3.45 P.M, Administrative Block, REVA UNIVERSITY.

To read and confirm the minutes of the previous meeting of the previous meeting of the Committee and Organizing Programmes, the members unanimously confirmed the minutes.

- Vice Chancellor (In-Charge), stated to organize programmes to ensure women development.
- Registrar emphasized that if employee/student found to have harassed another employee/student, the appropriate disciplinary procedure action will be issued against such persons.
- Complaint can be registered via., online, IT Department will create a portal for victims it will align University website.
- The members agreed in consensus that programmes should be organized to educate students about the provisions in law for protection of girls.

- During discussion members, expressed their opinion that workshop on self-defence should be made mandatory for all the girl students.
- Rules and regulations outlined in this policy shall be applicable to all complaints.
- Members also spoke about the committee will actively assist and provide available resources to the complainant in pursuing the complaint.
- Presiding officer will be senior women faculty and members will be two from teaching employee and two non-teaching employees.
- Committee will consist of members of the faculty, administration, service staff and students' representatives.

All the above minutes' proceeding were agreed and accepted by the members.

Action Taken Report - University Complaints Committee (UCC)

Date: 28th February 2020

Following the minutes of the meeting held on 22nd February 2020, the University Complaints Committee (UCC) reports the following actions taken:

Women Development Programs: The Vice Chancellor (In-Charge) emphasized the need to organize programs to ensure the development of women within the university. These programs aim to empower and educate female students, faculty, and staff.

Disciplinary Actions: The Registrar highlighted that appropriate disciplinary actions will be taken against any employee or student found guilty of harassing another employee or student. The UCC is committed to maintaining a safe and respectful environment for all members of the university community.

Online Complaint Registration: The UCC decided to establish an online portal for victims to register their complaints. The IT Department will be responsible for creating the portal, which will be aligned with the university website. This will provide a convenient and accessible platform for individuals to report incidents of harassment.

Education and Awareness: The committee agreed to organize programs and workshops to educate students about the legal provisions for the protection of girls and women. It was suggested that self-defence workshops should be made mandatory for all female students to enhance their personal safety.

Composition of the Committee: The committee members discussed the composition of the UCC, which includes senior women faculty as the presiding officer, along with two teaching and two non-teaching employees. The committee also consists of members from the faculty, administration, service staff, and student representatives.

The actions discussed and agreed upon during the meeting have been accepted by all members of the UCC. The committee remains committed to promoting gender equality, providing support to complainants, and ensuring a safe and inclusive environment for all members of the university community.

Action Taken Report - University Complaints Committee (UCC)

Date: 12th August 2021

Following the minutes of the meeting held on 5th August 2021, the University Complaints Committee (UCC) reports the following actions taken:

Adoption of UGC Guidelines: The committee discussed the adoption of the UGC guidelines for developing a policy against sexual harassment in the campus. It was agreed upon that the committee will work towards developing proper guidelines and norms to ensure the safety and security of female students.

Development of Principles and Procedures: The UCC aims to develop comprehensive principles and procedures for combating sexual harassment. These guidelines will define the process for reporting, investigating, and addressing complaints related to gender-based violence or discrimination.

Promotion of Gender Equality: The committee emphasized the importance of promoting measures that achieve gender equality and eliminate gender bias or discrimination. Special attention will be given to ensuring the safety and security of female students, considering the college is a co-educational institution.

Awareness Programs and Campaigns: The UCC recognizes the need to raise awareness about sexual harassment and its prevention among all members of the campus community. The committee will organize awareness programs and campaigns to educate students, faculty, and staff about the issue and the procedures for addressing complaints.

The actions discussed during the meeting have been agreed upon and accepted by all members of the UCC. The committee remains committed to creating a safe and inclusive environment for all members of the university community, with a particular focus on the well-being and rights of female students.