

**Date: 29-06-2022**

**CIRCULAR**

A meeting for the Internal Complaints Committee is scheduled for the academic year 2022-23 as per the UGC regulatory norms. All members of the committee are informed to attend the meeting. The details are given below.

**Meeting Agenda:**

**Agenda 1:** Updates on the committee activities

**Agenda 2:** Plan to organize a workshop on self-defense

**Agenda 3:** Any other relevant subject at the time of the meeting.

**Date of the Meeting :** 12-07-2022

**Time of the Meeting :** 03:30 PM Onwards

**Venue of the Meeting :** Old Conference Room, P P Savani University



**Chairperson**

Internal Complaints Committee

P P Savani University

Copy to: -

1. Provost
2. Registrar
3. Principals and ICC coordinators of all departments
4. Noticeboard
5. IQAC

**COMMITTEE MEMBERS**

The following members are nominated for the Internal Complaints Committee from the academic year 2022-23

Sr No	Name of the Member	Composition	Position
1.	Ms. Ashwini Patil	Senior Faculty	Presiding Officer
2.	Dr. Ashish Mathur	Faculty Member	Member
3.	Ms Sayyeda Jatniwala	Faculty Member	Member
4.	Mr. Sandeep Panth	Non-Teaching Employee	Member
5.	Ms. Mital Patel	Non-Teaching Employee	Member
6.	Dr. Hetashri Patel	Member from Non-government Organization	Member
7.	Ms. Priyanka Vishwakarma	Student Representative	Member
8.	Ms. Shweta	Student Representative	Member
9.	Mr. Raviraj Shauhan	Student Representative	Member



**Chairperson**  
Internal Complaints Committee  
P P Savani University

**Date: 13-07-2022**

**MINUTES OF MEETING**

A meeting with committee members of the Internal Complaints Committee of P P Savani University was held on **12<sup>th</sup> July at 03:30 PM** in Old Conference Room, P P Savani University.

**Meeting Agenda:**

**Agenda 1:** Updates on the committee activities

**Agenda 2:** Plan to organize a workshop on self-defense

**Agenda 3:** Any other relevant subject at the time of the meeting.





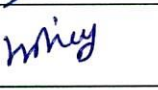

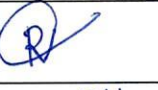


\* As per the part of these agendas, some of the important points were discussed and an action plan was determined.

**The following points were discussed in the meeting:**

1. The roles and responsibilities of each committee member were discussed and revised.
2. Confidentiality must be maintained in case of any issue arises.
3. An expert session was conducted in last year, looking into the interests and needs of the students a training session- workshop on self-defense can be planned under ICC.
4. Ms. Ashwini Patil, Chairperson will take the lead and will organize a self-defense training workshop for the girls and female faculty of PPSU.
5. The committee has not received any complaints on sexual harassment.

After discussing the above points, the meeting was concluded.

**COMMITTEE MEMBERS - ATTENDANCE**

Sr No	Name of the Member	Composition	Position	Signature
1.	Ms. Ashwini Patil	Senior Faculty	Presiding Officer	
2.	Dr. Ashish Mathur	Faculty Member	Member	
3.	Ms Sayyeda Jatniwala	Faculty Member	Member	
4.	Mr. Sandeep Panth	Non-Teaching Employee	Member	
5.	Ms. Mital Patel	Non-Teaching Employee	Member	
6.	Dr. Hetashri Patel	Member from Non-government Organization	Member	
7.	Ms. Priyanka Vishwakarma	Student Representative	Member	
8.	Ms. Shweta	Student Representative	Member	
9.	Mr. Raviraj Shauhan	Student Representative	Member	



**Chairperson**  
Internal Complaints Committee  
P P Savani University