



Phone: 7908040652/7501133806

SWARNAMOYEE JOGENDRANATH MAHAVIDYALAYA

Govt. Aided General Degree College | Estd.: 2014

At+P.O.: Amdabad, P.S.: Nandigram, Dist.: Purba Medinipur, PIN 721650

www.sjmahavidyalaya.in | Email: sjmahavidyalaya@gmail.com

Meeting Minutes of the Internal Complaints Committee Submitted Against DVV Query Regarding Metric 5.1.4

For complaints raised in AY 2022-23:

1. Minutes of meeting no. 1/2023-24 dt. 06.07.2023 *with discussion on complaints highlighted*
2. Minutes of meeting no. 2/2022-23 dt. 08.12.2022 *with discussion on complaints highlighted*
3. Minutes of meeting no. 1/2022-23 dt. 05.07.2022 *with discussion on complaints highlighted*

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	1/2023-24	উপস্থিত সভ্যগণের নাম	স্থান / Place	Principal's chamber
তারিখ / Date	06-07-2023	NAME OF MEMBERS PRESENT	সময় / Time	3 pm onwards
১। ১	<i>Ramank</i>	১। ৮.	১০। ১৬.	
২। ২	<i>Basu</i>	২। ৯.	১০। ১০.	
৩। ৩.	<i>Hajumder</i>	১০। ১০.	১১। ১৭.	
৪। ৪.	<i>Basu</i>	১১। ১১.	১১। ১৮.	
৫। ৫.	<i>Basu</i>	১২। ১২.	১২। ১৯.	
৬। ৬.	<i>Basu</i>	১৩। ১৩.	১৩। ২০.	
৭। ৭.	<i>Basu</i>	১৪। ১৪.	১৪। ২১.	

Basu

Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, Purba Medinipur, West Bengal 721650
Internal Complaints Committee

NOTICE

Meeting no.: 1/2023-24

Date: 28 June 2023

Members are hereby notified that a meeting of the committee will be held Thursday 6 July 2023, 3 pm onwards, in the Principal's chamber, to discuss the following agenda:

1. Confirmation of the minutes of meeting no. 2/2022-23
2. Deciding upon awareness programmes on sexual harassment to be organized.
3. Miscellaneous

Basu

Dr Durba Basu
Presiding Officer

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650

Hajumder
28/06/23

Basu
28/06/23

Basu
28/06/23

Ramank

Dr Ratan Kumar Samanta
Chairperson
Principal

Swarnamoyee Jogendranath Mahavidyalaya
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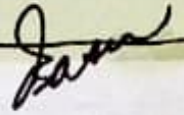
Basu
28/06/23

Basu
28/06/23

Basu

Basu

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650



Swarnamoyee Jogendranath Mahavidyalaya
Internal Complaints Committee

MINUTES OF MEETING HELD 6 July 2023

Meeting no.:1/2023-24

The Principal, Dr Ratan Kumar Samanta takes the chair and the meeting begins.

The minutes of meeting no. 2/2022-23 were read and confirmed.

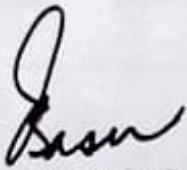
Resolved that:

1. the committee will identify suitable resource persons to deliver lectures and conduct workshops on various kinds of harassment.
2. the committee will conduct a survey amongst students to identify their ideas and concerns about sexual and other forms of harassment, in which students will be assured of their anonymity.

OBSERVATIONS:

The committee noted that there were no complaints received since its last meeting.

The meeting ended with a vote of thanks to and from the Chair.



Dr Durba Basu
Presiding Officer

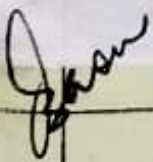
Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650



Dr Ratan Kumar Samanta
Chairperson

Principal
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad :: Purba Medinipur :: Pin-721650

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650



মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	2/2022-23
তারিখ / Date	08.12.2022

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	Principal's chamber
সময় / Time	2 pm onwards

১। ১. <i>Ramat</i>	৮। ৮.	১৫। 15.
২। ২. <i>Basu</i>	৯। 9.	১৬। 16.
৩। ৩. <i>Hajumder</i>	১০। 10.	১৭। 17.
৪। ৪. <i>Sarkar</i>	১১। 11.	১৮। 18.
৫। ৫. <i>(Signature)</i>	১২। 12.	১৯। 19.
৬। ৬.	১৩। 13.	২০। 20.
৭। ৭.	১৪। 14.	২১। 21.

Basu

Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, Purba Medinipur, West Bengal 721650
Internal Complaints Committee

NOTICE

Meeting no.: 2/2022-23

Date: 2 December 2022

Members are hereby notified that a meeting of the committee will be held Thursday December 8 2022, 2 pm onwards, in the Principal's chamber to discuss the following agenda:

1. Confirmation of the minutes of meeting no. 1/2022-23
2. Discussion of steps to be taken to counsel students about harassment of any kind.
3. Miscellaneous

Basu

Dr Durba Basu
Presiding Officer

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650

Ramat

Dr Ratan Kumar Samanta
Chairperson
Principal

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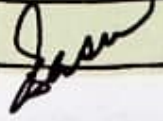
Hajumder
06/12/22

(Signature)
06/12/22

(Signature)
06/12/22

(Signature)
2/12/22

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650



Swarnamoyee Jogendranath Mahavidyalaya
Internal Complaints Committee

MINUTES OF MEETING HELD 8 December 2022

Meeting no.: 2/2022-23

The Principal, Dr Ratan Kumar Samanta takes the chair and the meeting begins.

The minutes of meeting no. 1/2022-23 were read and confirmed.

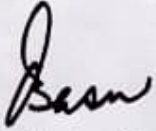
Resolved that:

1. students be counselled and reassured by teachers regarding steps they may take if they feel harassed in any way.
2. the college authority be requested to provide dedicated phone numbers to committee members to receive complaints, and that these numbers will be displayed across the campus.

OBSERVATIONS:

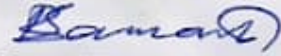
The committee noted that there were no complaints received since its last meeting.

The meeting ended with a vote of thanks to and from the Chair.



Dr Durba Basu
Presiding Officer

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650



Dr Ratan Kumar Samanta
Chairperson
Principal

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Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
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মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	1/2022-23
তারিখ / Date	05-07-2022

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	Principal's chamber
সময় / Time	2 pm onwards

১। ১.	৮। ৮.	১৫। ১৫.
২। ২.	৯। ৯.	১৬। ১৬.
৩। ৩.	১০। ১০.	১৭। ১৭.
৪। ৪.	১১। ১১.	১৮। ১৮.
৫। ৫.	১২। ১২.	১৯। ১৯.
৬। ৬.	১৩। ১৩.	২০। ২০.
৭। ৭.	১৪। ১৪.	২১। ২১.

Basu

Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, Purba Medinipur, West Bengal 721650
Internal Complaints Committee
NOTICE

Meeting no.: 1/2022-23

Date: 28 June 2022

Members are hereby notified that a meeting of the committee will be held Tuesday 5 July 2022, from 2 pm onwards, in the Principal's chamber, to discuss the following agenda:

1. Confirmation of the minutes of meeting no. 2/2021-22
2. Discussing the feedback received from student attendees after the lecture on sexual harassment delivered by Dr Bhaswati Chakravorty on 10 June 2022.
3. Discussing programmes and measures to be undertaken in the academic year 2022-23.

Basu

Dr Durba Basu
Presiding Officer

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650

Samanta

Dr Ratan Kumar Samanta
Chairperson

Principal
Swarnamoyee Jogendranath Mahavidyalaya
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Hajumder
28/06/22

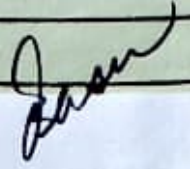
Basu
29/06/22

Basu
28/06/22

Basu
28/6/22

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650

Basu



Swarnamoyee Jogendranath Mahavidyalaya
Internal Complaints Committee

MINUTES OF MEETING HELD 5 July 2022

Meeting no.:1/2022-23

The Principal, Dr Ratan Kumar Samanta takes the chair and the meeting begins.

The minutes of meeting no. 2/2021-22 were read and confirmed.

Resolved that:

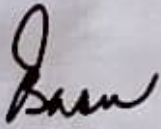
1. the committee undertake measures to spread awareness about various forms of harassment and possible recourses in the campus community.
2. lecture programmes such as the one held on 10 June 2022 be held periodically.

OBSERVATIONS:

The committee discussed the feedback received from students who attended the lecture by Dr Bhaswati Chakravorty, and noted from their comments, their impressive level of awareness about the issue of sexual harassment, and the extent to which the lecture seems to have sensitized them. The event seems to have resonated with the student community, evident from the fact that there were 100 attendees (full capacity) in the Googlemeet meeting for over the two hours that the event lasted. Of the 109 responses to the feedback Googleform circulated after the event, 90.8% were from students, and 9.2% from teachers. 98.2% of responses recognize the issue of sexual harassment as 'very important,' and 0% as 'not important.'

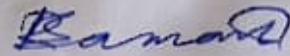
The committee further noted that there were no complaints received since its last meeting.

The meeting ended with a vote of thanks to and from the Chair.



Dr Durba Basu
Presiding Officer

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650



Dr Ratan Kumar Samanta
Chairperson
Principal

Swarnamoyee Jogendranath Mahavidyalaya
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Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650

মিটিং রেজল্যুশন বই

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	2/2021-22
তারিখ / Date	17.05.2022

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	Online
সময় / Time	7 pm onwards

১। ১.	Samanta	৮। ৮.	১৫। ১৫.
২। ২.	Basu	৯। ৯.	১৬। ১৬.
৩। ৩.	Hajumder	১০। ১০.	১৭। ১৭.
৪। ৪.	Das	১১। ১১.	১৮। ১৮.
৫। ৫.	Saity	১২। ১২.	১৯। ১৯.
৬। ৬.		১৩। ১৩.	২০। ২০.
৭। ৭.		১৪। ১৪.	২১। ২১.

Basu

Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, Purba Medinipur, West Bengal 721650
Internal Complaints Committee
NOTICE

Meeting no.: 2/2021-22

Date: 10 May 2022

Members are hereby notified that an online meeting of the committee will be held via Googlemeet Tuesday 17 May 2022, 7 pm onwards, to discuss the following agenda:

3. Confirmation of the minutes of meeting no. 1/2021-22
4. Organizing an awareness programme against sexual harassment
5. Miscellaneous

Meeting link: meet.google.com/oix-mqts-kpw

Basu

Dr Durba Basu
Presiding Officer

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin-721650

Hajumder
10/05/22

Das
10/05/22

Saity
11/05/22

Samanta

Dr Ratan Kumar Samanta
Chairperson
Principal

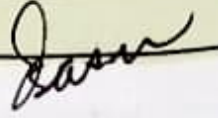
Swarnamoyee Jogendranath Mahavidyalaya
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R
10/5/22

Samanta
10/05/22

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin-721650

Basu



Swarnamoyee Jogendranath Mahavidyalaya
Internal Complaints Committee

MINUTES OF MEETING HELD 17 May 2022

Meeting no.:2/2021-22

Meeting link:meet.google.com/oix-mqts-kpw

The Principal, Dr Ratan Kumar Samanta takes the chair and the meeting begins.

The minutes of meeting no. 1/2021-22 were read and confirmed.

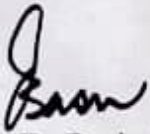
Resolved that:

1. following an expression of interest by the English department (in resolution no. 1 of meeting no. 6/2021-22 dt. 26.04.2022) in organizing a special lecture against sexual harassment in collaboration with the ICC and the IQAC, the same be organized as proposed.
2. Dr Bhaswati Chakravorty, Advisor with *The Telegraph*, who has extensive research experience in the field be invited as speaker, as proposed by Dr Durba Basu, and unanimously agreed upon.
3. the event be organized online on Friday 10 June 2022, 6:30 p.m. onwards.

OBSERVATIONS:

The committee noted that there were no complaints received since its last meeting.

The meeting ended with a vote of thanks to and from the Chair.



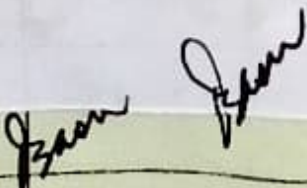
Dr Durba Basu
Presiding Officer

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650



Dr Ratan Kumar Samanta
Chairperson
Principal

Swarnamoyee Jogendranath Mahavidyalaya
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Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650

মিটিং রেজল্যুশন বহি

MEETING RESOLUTION BOOK

মিটিং নং / Meeting No.	1/2021-22
তারিখ / Date	22.02.2022

উপস্থিত সভ্যগণের নাম
NAME OF MEMBERS PRESENT

স্থান / Place	Principal's chamber
সময় / Time	2 pm onwards

১। ১. Kamal	৮। ৮.	১৫। 15.
২। ২. Basu	৯। ৯.	১৬। 16.
৩। ৩. Hajumder	১০। 10.	১৭। 17.
৪। ৪. Das	১১। 11.	১৮। 18.
৫। ৫. Saity	১২। 12.	১৯। 19.
৬। ৬.	১৩। 13.	২০। 20.
৭। ৭.	১৪। 14.	২১। 21.

Basu

Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, Purba Medinipur, West Bengal 721650
Internal Complaints Committee

NOTICE

Meeting no.: 1/2021-22

Date: 15 February 2022

Members are hereby notified that a meeting of the committee will be held Tuesday 22 February 2022, 2 pm onwards, in the Principal's chamber, to discuss the following agenda:

1. Organizing an awareness programme against sexual harassment
2. Miscellaneous

Basu

Dr Durba Basu
Presiding Officer

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650

Ratna

Dr Ratan Kumar Samanta
Chairperson
Principal

Swarnamoyee Jogendranath Mahavidyalaya
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Hajumder
16/02/22

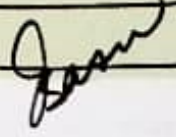
Das
16/02/22

Saity
16/02/22

Ratna
17/2/22

Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin- 721650

Basu



Swarnamoyee Jogendranath Mahavidyalaya
Internal Complaints Committee

MINUTES OF MEETING HELD 22 February 2022

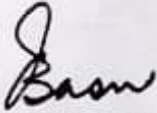
Meeting no.: 1/2021-22

The Principal, Dr Ratan Kumar Samanta takes the chair, and welcomes all members to the first meeting of the Internal Complaints Committee, and the meeting begins.

Resolved that:

1. an awareness programme against sexual harassment be organized in the college.
2. given the dynamic COVID-19 situation, this programme be held online.
3. a suitable resource person be invited to deliver a special lecture on the issue.
4. the event be organized in collaboration with any willing departments of the college.
5. complaint boxes be installed where complaints may be submitted anonymously.
6. staff and students be made aware of the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and of the complaint boxes installed in college.

The meeting ended with a vote of thanks to and from the Chair.



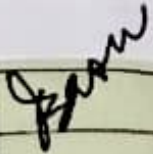
Dr Durba Basu
Presiding Officer

Internal Complaints Committee
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Dr Ratan Kumar Samanta
Chairperson

Principal
Swarnamoyee Jogendranath Mahavidyalaya
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Internal Complaints Committee
Swarnamoyee Jogendranath Mahavidyalaya
Amdabad, P.S.- Nandigram, Purba Medinipur, Pin-721650