

## Student Grievance Redressal Committee Report

### Academic Year 2023-24

The college has **Grievance Redressal Committee**. Grievance Redressal Committee flex are placed in college premises for the student information. The details of the committee are also uploaded on the college website. In the year 2023-24 four complaints were received. Two formal complaints regarding misconduct of students were received on 17 February 2024 and 26 February 2024 respectively. Third grievance regarding the repair of air conditioner in Room No 004, was received on 22 April 2024 and fourth complain regarding installation of air conditioner in Girls Common Room was received on 9 May 2024. The students were given due chance to represent themselves regarding the complaints and resolved accordingly. The Grievance regarding repair was resolved in a week and action has been initiated for the redressal of grievance regarding installation of air conditioner in Girls Common Room.

In this year only four grievances were reported and which were resolved.

<b>Student Grievance Redressal Committee</b>		
1	Prof. (Dr.) Anil Parkash Sharma	Director
2	Dr. Vineeta Sharma	Principal (Mgmt. Dept. Shift I)
3	Dr. Parminder Kaur	Incharge (I.T. Dept.)
4	Prof. (Dr.) Arun Gupta	Principal ( School of Law)
5	Dr. Satpal Arora	Associate Professor (Shift I)
6	Ms. Shailja Khosla	Incharge.(Mgmt. Dept. Shift II)
7	Dr. Jasdeep Singh	DSW ( School of Law)
8	Ms. Deepraj Sandhu	Psychologist/Counsellor
9	Ms. Khushi Thawal	Student Member

  
**Prof. (Dr.) Anil Parkash Sharma**  
 Director, IIMT

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## Internal Complaints Committee Report Academic Year 2023-24

The college has Internal Complaints Committee. Internal Complaints Committee (ICC) files are placed in college premises for the student information. The details of the committee are also uploaded on the college website. ICC has organized a workshop in collaboration with Girl Up She ईशा (NGO) (Initiative Founded by the UN Foundation) on "Legal Literacy and Awareness Programme about Gender based Violence within the Educational Institutions" on 16 September 2023 at 10:00 am in the Mini Auditorium, IIMT for the students, faculty and non teaching staff. The speaker for the event was Advocate Ms. Ayushma Awasthi, POSH Consultant and Litigation at Supreme Court. However, in the year 2023-24 no complaint was recorded.

The College level Internal Complaints Committee members are as follows:

Internal Complaints Committee		
1	Prof. (Dr.) Hemlata Sharma	Presiding Officer
2	Dr. Parminder Kaur	Member
3	Dr. Jasmandeep Kaur	Member
4	Dr. Satpal Arora	Member
5	Mr. Mayank Gupta	Member
6	Prof. (Dr.) Ritu Gupta	External Member (National Law University, Delhi)

  
Prof. (Dr.) Hemlata Sharma  
Presiding Officer

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Ref. No.- IIMT/2023/ ICC/MINUTES/SEPT/01

11<sup>th</sup> Sept, 2023

**INTERNAL COMPLAINTS COMMITTEE (ICC), IIMT**

**MINUTES OF THE MEETING**

The Internal Complaint Committee (ICC) has been duly re-constituted and after re-constitution, the first meeting of Internal Complaints Committee held on 11.9.2023 at 10:00 AM in Room No. 206 of Ideal Institute of Management & Technology.

The following members of ICC attended the meeting:

1. Prof. (Dr.) Hemlata Sharma (Presiding Officer, ICC) *H Sharma 11/9/2023*
2. Dr. Parminder Kaur (Member) *Parminder 11/9/23*
3. Ms. Jasmandeep Kaur (Member) *Jasmandeep 11/9/23*
4. Dr. Satpal Arora (Member) *Satpal Arora 11/9/23*
5. Mr. Mayank Gupta (Member)
6. Prof. (Dr.) Ritu Gupta, Professor, National Law University, Delhi and External Expert Member, ICC, IIMT

At the outset, Prof. (Dr.) Hemlata Sharma, Presiding Officer of Internal Complaints Committee welcomed External Expert Member and all the members of the Internal Complaints Committee. The Committee noted that no complaint of sexual harassment has been reported from any student and employee of any Department (BBA, BBA 2<sup>nd</sup> shift and Law) in IIMT till date..

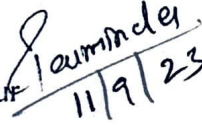
Thereafter the following agenda was taken up for the discussion-

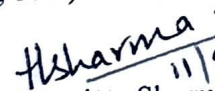
Agenda No.	Action Taken
1.	<b>Discussion regarding upcoming ICC Event</b> The Presiding Officer of ICC discussed about proposal by Dr. Jasmandeep Kaur for organizing a workshop in collaboration with Girlup she <i>श्री</i> (NGO)(Initiative founded by the UN.Foundation) that will be held on 16 <sup>th</sup> Sept 2023 on the topic "To enhance legal literacy and awareness about gender-based violence within the educational institution.
2.	<b>Discussion about Duties allotment</b> The Presiding Officer of ICC allotted the duties to all members of ICC in following manner:

	Notice Drafting : Prof. (Dr.) Hemlata sharma Attendance Performa: Dr. Satpal Arora Report Writing: Dr. Jasmandeep Kaur Photo & Video Clipping Record: Mr. Mayank Gupta Minutes of Meeting: Dr. Parminder Kaur Banner Designing: Dr. Satpal Arora Documentation as per IQAC: Dr. Parminder Kaur
3.	<b>Discussion regarding Next meeting</b>  All the members agreed that the Committee will meet on a regular basis or earlier, if need arise. Next meeting of the Committee will be held in the month of Dec, 2023.

The Presiding Officer conveyed her hearty thanks to the External Expert member Prof. (Dr.) Ritu Gupta and all members of ICC for attending the meeting.

Meeting ended with vote of thanks to the Presiding Officer.

Drafted By;  
 Dr. Parminder Kaur   
 (Member, ICC) 11/9/23

  
 Prof. (Dr.) Hemlata Sharma  
 (Presiding Officer, ICC) 11/9/2023

  
 Prof. (Dr.) Anil Parkash Sharma  
 (Director, IIMT)

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# IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY

## Event Report

<b>Name of the Activity:</b>	Workshop by Internal Complaint Committee, IIMT in association with GirlUP SHElsha (NGO) (Girl up initiative founded by UN Foundation) and Campus Allies on "To enhance legal literacy and awareness about gender-based violence within the educational institution."		
<b>Theme of the Activity:</b>	<b><u>An offline workshop on prevention and redressal of sexual harassment in colleges</u></b>		
<b>Activity Date(s):</b>	16-09-2023	<b>No. of Participants:</b>	55
<b>Brief Description of the Guests/Participants (like industry experts, students, faculty etc):</b>			
Ms. AYUSHMA AWASTHI (Advocate & Consultant Supreme Court of India) - She has been practicing before the Supreme Court for the past 5 years and working in both litigation and consultancy space in that time.			
<b>Brief Description of Activity:</b>			
The primary objective of this workshop was to establish a safe and inclusive environment where all members of our college community can learn about their rights and gain knowledge about seeking legal redressal in cases of violence or harassment. Through this initiative, it aims to empower individuals with the tools they need to effectively address and challenge gender-based violence. Workshop provided information regarding sexual harassment and laws regarding gender base violence. Students were made aware about the ICC and redressal of sexual harassment.			
<b>Share Weblink of social media posts of the Activity, if any:</b>			
<b>Twitter:</b>			
<b>Facebook:</b>	<a href="https://m.facebook.com/story.php?story_fbid=pfbid02mZEu9HgWM8iwjo v9EScvamW77rdK5VQvSiprRXRNKoprWtdXE35A1MxenZyPt3p3l&amp;id=100010052739342&amp;mibextid=9R9pXO">https://m.facebook.com/story.php?story_fbid=pfbid02mZEu9HgWM8iwjo v9EScvamW77rdK5VQvSiprRXRNKoprWtdXE35A1MxenZyPt3p3l&amp;id=100010052739342&amp;mibextid=9R9pXO</a>		
<b>Instagram:</b>			
<b>Others:</b>			

*[Handwritten Signature]*  
Director Signature

*[Handwritten Signature]*  
16/9/2023  
In-Charge Signature

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Glimpses of the Workshop by Internal Complaint Committee, IIMT on 16 Sept 2023





 **GPS Map Camera**

**Delhi, Delhi, India**  
Laxmi Public School Class Rooms, A G C R Enclave, Anand Vihar, Delhi, 110092, India  
Lat 28.648483°  
Long 77.296774°  
16/09/23 12:01 PM GMT +05:30

Google



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30<sup>th</sup> Dec, 2023

Ref. No.- IIMT/2023/ ICC/MINUTES/DEC/02

**INTERNAL COMPLAINT COMMITTEE (ICC), IIMT**

**MINUTES OF THE MEETING**

The meeting of Internal Complaint Committee held on 30.12.2023 at 2:30 PM in Room No. 206 of Ideal Institute of Management & Technology.

The following members of ICC attended the meeting:

1. Prof. (Dr.) Hemlata Sharma (Presiding Officer, ICC) *Hsharma*
2. Dr. Parminder Kaur (Member) *Parminder*
3. Dr. Jasmandeep Kaur (Member) *Jasmandeep*
4. Dr. Satpal Arora (Member) *Satpal*
5. Mr. Mayank Gupta (Member) *Mayank*

At the outset, Prof. (Dr.) Hemlata Sharma, Presiding Officer of Internal Complaints Committee welcomed all the members of the Internal Complaints Committee.

The Committee noted that no complaint of sexual harassment has been reported from any student and employee of any Department (BBA, BBA 2<sup>nd</sup> shift, BCA and BALLB) in IIMT till date..

Thereafter the following agenda was taken up for the discussion-

Agenda No.	Action Taken
1.	<p><b>Discussion regarding Awareness Strategies</b></p> <p>The Presiding Officer of ICC discussed that posters related with information about the members of committee along with phone no. and room no. were pasted in each and every floor of the institute. Also posters regarding guidelines also pasted in the campus of IIMT for awareness about ICC.</p>
2.	<p><b>Discussion about Duties allotment</b></p> <p>The Presiding Officer of ICC allotted the duties to all members of ICC in following manner: Responsibility about information pasted on notice board : Dr. Satpal Arora and Dr. Jasmandeep Kaur</p>



	Guidelines posters in campus of IIMT: Mr. Mayank Gupta Minutes of Meeting: Dr. Parminder Kaur
3.	<b>Discussion regarding Next meeting</b>  All the members agreed that the Committee will meet on a regular basis or earlier, if need arise. Next meeting of the Committee will be held in the month of July, 2024.

The Presiding Officer conveyed her hearty thanks to all members of ICC for attending the meeting.


Meeting ended with vote of thanks to the Presiding Officer.

Drafted By;  
Dr. Parminder Kaur  
(Member, ICC)

*Parminder*  
30/12/23

Prof. (Dr.) Hemlata Sharma  
(Presiding Officer, ICC)

*Hsharma*  
30/12/2023

  
Prof. (Dr.) Anil Parkash Sharma  
(Director, IIMT)

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30<sup>th</sup> July, 2024

Ref. No.- IIMT/2024/ ICC/MINUTES/JULY/03

## INTERNAL COMPLAINT COMMITTEE (ICC), IIMT

### MINUTES OF THE MEETING

The meeting of Internal Complaint Committee held on 30 July 2024 at 3:30 PM in Room No. 206 of Ideal Institute of Management & Technology.

The following members of ICC attended the meeting:

1. Prof. (Dr.) Hemlata Sharma (Presiding Officer, ICC) - *Hsharma*
2. Dr. Parminder Kaur (Member) - *Parminder*
3. Dr. Jasmandeep Kaur (Member) - *Jasmandeep*
4. Dr. Satpal Arora (Member) - *Satpal*
5. Mr. Mayank Gupta (Member) - *Mayank*

At the outset, Prof. (Dr.) Hemlata Sharma, Presiding Officer of Internal Complaints Committee welcomed all the members of the Internal Complaints Committee.

The Committee noted that no complaint of sexual harassment has been reported from any student and employee of any Department (BBA, BBA 2<sup>nd</sup> shift, BCA and BALLB) in IIMT till date..

Thereafter the following agenda was taken up for the discussion-

Agenda No.	Action Taken
1.	<p><b>Discussion regarding Orientation Day on 1<sup>st</sup> Aug. 2024 and 3<sup>rd</sup> Aug 2024</b></p> <p>The Presiding Officer of ICC discussed about Orientation in which power point presentation will be shown to the students of all the department BBA, BBA 2<sup>nd</sup> shift, BCA and BALLB.</p>
2.	<p><b>Discussion about Duties allotment</b></p> <p>The Presiding Officer of ICC allotted the duties to all members of ICC in following manner:            For BBA, BBA 2<sup>nd</sup> shift, BCA students on 1<sup>st</sup> Aug. 2024: Dr. Satpal Arora, Dr. Jasmandeep Kaur, Mr. Mayank Gupta            For BALLB on 3<sup>rd</sup> Aug. 2024: Prof. (Dr.) Hemlata Sharma</p>

	Minutes of Meeting: Dr. Parminder Kaur
3.	<p><b>Discussion regarding Next meeting</b></p> <p>All the members agreed that the Committee will meet on a regular basis or earlier, if need arise.</p> <p>Next meeting of the Committee will be held in the month of October 2024.</p>

The Presiding Officer conveyed thanks to all members of ICC for attending the meeting.

Meeting ended with vote of thanks to the Presiding Officer.

Drafted By:  
 Dr. Parminder Kaur *Parminder*  
 (Member, ICC) 30/7/24

*Hsharma*  
 Prof. (Dr.) Hemlata Sharma  
 (Presiding Officer, ICC) 30/07/2024

*Anil Parkash Sharma*  
 Prof. (Dr.) Anil Parkash Sharma  
 (Director, IIMT)  
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