



# TECHNOCRATS INSTITUTE OF TECHNOLOGY

(Run by Chandravadani Mahila Shiksha Samiti, Bhopal)

Approved By AICTE New Delhi & Govt. of Madhya Pradesh

Affiliated To Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal

Anand Nagar, P.B. No. 24, Post Piplani, BHEL, Bhopal-462021

Ph. No.- 2751679 Fax- 0755-2751679 E-mail: titbhopal2000@gmail.com, Website: http://technocratsbhopal.net



Ref. No.: TIT/Dir./ICC/2024/ 02

Date: 09.07.2024

## OFFICE ORDER

The following Internal Complaint Committee (ICC) as per UGC & AICTE guidelines (Prevention, Prohibition and Redressal of Sexual Harassment of woman employees and students in HEIs) regulation, 2015 for the Academic Session 2024-25, is constituted at institute level to redress the complaint of students and staff related to sexual harassment and similar confidential cases. The committee is responsible for resolving all the reported issues within 03 working days.

### Internal Complaints Committee

S.No	Name of Committee Member	Appointment Order Reference Number	Date of Appointment	Profession (Chairperson / Member/ Student)	Associated with	Mobile No.	E-mail Address	Designation (Professor/ Associate Professor/Non Teaching Faculty/Teaching Faculty/Student /HOD)	Gender (Male/ Female)
1	Dr. Anula Khare	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Chair Person	Professor & HOD (EX)	9826218764	anulakhare03@gmail.com	Professor & HOD (EX)	Male
2	Dr. Vivek Sharma	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Member	Professor & HOD (CSE)	9630725584	sharvivek1968@gmail.com	Professor & HOD (CSE)	Female
3	Dr. Raghvendra Khedle	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Member	Professor & HOD (ME)	7828218870	draghvendra056@gmail.com	Professor & HOD (ME)	Male
4	Mr. Mahendra Malviya	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Member	NGO	9685370104	Er.malviyamahendra@gmail.com	NGO Member	Male
5	Mr. Mahesh Ahirwar	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Member	I/C Scholarship	7694004926	maheshahirwar.2008@rediffmail.com	I/C Scholarship	Male
6	Mrs. Sonal Chipde	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Member	Office Staff	9926649290	Sonalchipde@rediffmail.com	Non-Teaching Staff	Female
7	Ms. Sushma Choudhary	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Member	Office Staff	9753862299	sujataraidas622@gmail.com	Non-Teaching Staff	Male
8	Tanu Dhondwe (0111CE221063)	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Student Member	Student Member	9039998040	tdhodhare@gmail.com	Girl Student	Female
9	Megha Kumari (0111EC221033)	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Student Member	Student Member	6207938452	megharajku123456789@gmail.com	Girl Student	Female
10	Riya Kumari (0111IT231105)	Ref. No.TIT/Dir./ICC/2024/02	09.07.2024	Student Member	Student Member	9534164721	riyasingh4721@gmail.com	Girl Student	Female

  
(Director)

Copy to:

1. All the concerned faculty/staff members: for information.
2. P A to Hon'ble Chairperson: for kind information please.
3. Director (Admin): for kind information and necessary action please.
4. All HODs/Vice Principal: for information and necessary action.
5. All Notice Boards: for information to the students.
6. Registrar office: for information.
7. Website of the Institute.

**Director**  
**Technocrats Institute of Technology**  
**Anand Nagar, Bhopal-462021**

# Technocrats Institute of Technology, Bhopal (M. P.)

## Notice

Ref.: TIT/ICC/2024/03

Dated: 09/12/2024

**Subject:** Meeting of the Internal Complaints Committee (ICC) for the current academic session 2024 – 25 is scheduled on 13 December 2024 at 3:30 PM in **Administrative Block Conference Hall** with the following **agenda**:

1. Review of MoM of the last meeting conducted on 12.07.2024.
2. Review of the feedback received from the newly admitted students.
3. Usage of social media platforms by the students.
4. Any other matter with the permission of the chair.

  
(Dr. Raghvendra Khedle)  
Convenor

**For circulation:** To all the concerned.

## Technocrats Institute of Technology, Bhopal (M. P.)

Ref.: TIT/ICC/2024/04

Dated: 09/12/2024

### Minutes of the Meeting

Minutes of the meeting of the Internal Complaints Committee (ICC) for the current academic session 2024 - 25 held on dated 13/12/2024 at 3:30 PM in the Administrative Block Conference Hall:

#### Members Present:

1. Dr. Anula Khare	Chairperson	
2. Dr. Vivek Sharma	Member	
3. Dr. Raghvendra Khedle	Member	
4. Mr. Mahendra Malviya	NGO Member	
5. Mrs. Sonal Chipde	Member	
6. Mr. Mahesh Ahirwar	Member	
7. Ms. Sushma Choudhary	Member	
8. Tanu Dhondwe	Student Member	
9. Megha Kumari	Student Member	
10. Riya Kumari	Student Member	

The meeting commenced at 03:30 pm with all above mentioned members joining in the offline meet. Dr. Anula Khare, Chairperson ICC, welcomed the all the committee members to the meeting.

#### Following agenda items were discussed and resolved in the meeting:-

##### Point 1. Review of MoM of Meeting conducted on 12.07.2024

The Chairperson read out the salient points in MoM of the meeting conducted on 12.07.2024 and gave the action taken reports. All members took note of the same.

##### Point 2. Review of the feedback received from the newly admitted students.

The committee took note of the feedback received from the members. It has been decided to talk to the HoDs for keeping a better track on the matters pertaining to the students (**especially female**). Special emphasis is required to monitor the students with **lower class attendance**.

##### Point 3. Usage of social media platforms.

It has been resolved to motivate the students to reduce their phone screen time in order to divert their attention from the social media platforms. The students will be asked to focus more on the hard book reading.

Meeting ended with the vote of thanks to the Chair.

The draft minutes of meeting was circulated to all members who attended the meeting for their comments/observation but no correction was suggested by any member. Therefore, it is requested to approve the minutes.

(Chairperson)



# **Technocrats Institute of Technology, Bhopal (M. P.)**

## **Notice**

**Ref.: TIT/ICC/2024/01**

**Dated: 10/07/2024**

Subject: Meeting of the **Internal Complaints Committee (ICC)** for the current academic session 2024 – 25 is scheduled on 12th July 2024 at 3:00 PM in Administrative Block Conference Hall with the following agenda:

1. Review of MoM of the last meeting conducted on 08.12.2023 & its action taken report.
2. Briefing of the Vishakha guidelines to all the members.
3. Awareness programmes for the newly admitted students.
4. Usage of social media platforms by the students.
5. Other issues like gender sensitization.
6. Any other matter with the permission of the chair.

  
(Dr. Raghvendra Khedle)  
**Convenor**

**For circulation:** To all the concerned.

## Technocrats Institute of Technology, Bhopal (M. P.)

Ref.: TIT/ICC/2024/02

Dated: 10/07/2024

### Minutes of the Meeting

Minutes of the meeting of the Internal Complaints Committee (ICC) for the current academic session 2024 – 25 held on dated 12/07/2024 at 3:00 PM in the Administrative Block Conference Hall:

#### Members Present:

1. Dr. Anula Khare	Chairperson <i>Anula</i>
2. Dr. Vivek Sharma	Member <i>Vivek</i>
3. Dr. Raghvendra Khedle	Member (Convenor) <i>Raghvendra</i>
4. Mr. Mahendra Malviya	NGO Member <i>Mahendra</i>
5. Mrs. Sonal Chipde	Member <i>Sonal</i>
6. Mr. Mahesh Ahirwar	Member <i>Mahesh</i>
7. Ms. Sushma Choudhary	Member <i>Sushma</i>
8. Tanu Dhondwe	Student Member <i>Tanu</i>
9. Megha Kumari	Student Member <i>Megha Kumari</i>

#### Absent:

1. Riya Kumari	Student Member
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The meeting commenced at 03:00 pm with all above mentioned members joining in the offline mode. As the committee was newly formulated effective from the academic Year 2024-25, all the members introduced themselves. Dr. Anula Khare, Chairperson ICC, welcomed the newly formulated committee members to the meeting.

#### Following agenda items were discussed and resolved in the meeting: -

##### Point 1. Review of MoM of Meeting conducted on 12.07.2024 & Action taken report.

The Chairperson read out the salient points in MoM of the meeting conducted on 12.07.2024 and gave the action taken reports. All members took note of the same.

##### Point 2. Briefing of the Vishaka guidelines to all the members.

The Chairperson updated the members about the Vishaka guidelines which is required to be made known to the female employees as well as the students. Proper awareness of the guidelines can ensure the prevention of sexual harassment of women/female students in the institution.

##### Point 3. Awareness programmes for the newly admitted students.

It was unanimously agreed by all the committee members to regularly meet and counsel the newly admitted students to make them comfortable in the first year of their

studies. The committee resolved to ensure proper communication specifically with the female students from outside Bhopal for their comfortable stay as well as proper focus on their academics.

**Point 4. Usage of social media platforms.**

It has been decided to counsel the students regarding their activeness on the social media platforms.

**Point 5: Gender sensitization.**

It was decided to ensure awareness of all the female students to personally cultivate good interpersonal relationships with their course mates and help facilitate productive group relations among themselves. It helps to develop a cordial and amiable working environment. It also helps to develop corrective emotional and behavioural actions which helps in opening up the widest possible range of life options

As there were no other points to be discussed, the meeting ended with vote of thanks to the Chair.

The draft minutes of meeting was circulated to all members who attended the meeting for their comments/observation but no correction was suggested by any member. Therefore, it is requested to approve the minutes.

  
(Chairperson)



# Technocrats Institute of Technology, Bhopal


## Internal Complaints Committee

### Annual Report: Session 2023-24

S. No.	Complaints Details	Total Complaints Received	Status		Remark
			Solved	Pending	

No complaints received.

  
(Committee Chairperson)

  
(Director) 29.6.2024

# **Technocrats Institute of Technology, Bhopal (M. P.)**

## **Notice**

**Ref.: TIT/ICC/2023/03**

**Dated: 06/12/2023**

Subject: Meeting of the **Internal Complaints Committee (ICC)** for the current academic session 2023 – 24 is scheduled on 08<sup>th</sup> Dec. 2023 at 12:30 PM in the Director Office Conference Room with the following agenda:

1. Review of MoM of the last meeting conducted on 06.07.2023.
2. Review of the feedback received from the newly admitted students.
3. Usage of social media platforms by the students.
4. Any other matter with the permission of the chair.

  
(Dr. Hitesh Khare)  
**Convenor**

**For circulation:** To all the concerned.



## Technocrats Institute of Technology, Bhopal (M. P.)

Ref.: TIT/ICC/2023/04

Dated: 08/12/2023

### Minutes of the Meeting

Minutes of the meeting of the Internal Complaints Committee (ICC) for the current academic session 2023 – 24 held on dated 08/12/2023 at 12:30 PM in the Director Office Conference Room:

#### Members Present:

1. Dr. Anula Khare	Chairperson	<u>Anula</u>
2. Dr. Vivek Sharma	Member	<u>Vivek</u>
3. Dr. Hitesh Khare	Member	<u>Hitesh</u>
4. Mr. Mahendra Malviya	Member (NGO)	<u>Mahendra</u>
5. Mrs. Sonal Chipde	Member	<u>Sonal</u>
6. Mr. Mahesh Ahirwar	Member	<u>Mahesh</u>
7. Ms. Sushma Choudhary	Member	<u>Sushma</u>
8. Ms. Shubhanshi Verma	Member (Student)	<u>Shubhanshi</u>
9. Ms. Rimjhim Shrivastava	Member (Student)	<u>Rimjhim</u>
10. Ms. Aditi Sisodia	Member (Student)	<u>Aditi</u>

The meeting commenced at 12:30 pm with all above mentioned members joining in the offline mode. Dr. Anula Khare, Chairperson ICC, welcomed all the committee members to the meeting.

**Following agenda items were discussed and resolved in the meeting: -**

#### Point 1. Review of MoM of Meeting conducted on 06.07.2023.

The Chairperson read out the salient points in MoM of the meeting conducted on 06.07.2023. All members took note of the same.

#### Point 2. Review of the feedback received from the newly admitted students.

The committee took note of the feedback received from the members. It has been decided to talk to the HoDs for keeping a better track on the matters pertaining to the students (especially female). Special emphasis is required to monitor the students with **lower class attendance**.

#### Point 3. Usage of social media platforms.

It has been decided to counsel the students regarding their activeness on the social media platforms.

**Point 4: Other issues like gender sensitization.**

It was decided to ensure awareness of all the female students to personally cultivate good interpersonal relationships with their course mates and help facilitate productive group relations among themselves. It helps to develop a cordial and amiable working environment. It also helps to develop corrective emotional and behavioural actions which helps in opening up the widest possible range of life options

As there were no other points to be discussed, the meeting ended with vote of thanks to the Chair.

The draft minutes of meeting was circulated to all members who attended the meeting for their comments/observation but no correction was suggested by any member. Therefore, it is requested to approve the minutes.

  
(Chairperson)

# **Technocrats Institute of Technology, Bhopal (M. P.)**

## **Notice**

**Ref.: TIT/ICC/2023/01**

**Dated: 03/07/2023**

Subject: Meeting of the **Internal Complaints Committee (ICC)** for the current academic session 2023 – 24 is scheduled on 6th July 2023 at 12:15 PM in the Director's office Conference Room with the following agenda:

1. Review of MoM of the last meeting conducted on 24.12.2022.
2. Briefing of the Vishakha guidelines to all the members.
3. Awareness programmes for the newly admitted students.
4. Usage of social media platforms by the students.
5. Gender sensitization.
6. Any other matter with the permission of the chair.



(Dr. Hitesh Khare)  
**Convenor**

**For circulation:** To all the concerned.



## Technocrats Institute of Technology, Bhopal (M. P.)

Ref.: TIT/ICC/2023/02

Dated: 06/07/2023

### Minutes of the Meeting

Minutes of the meeting of the Internal Complaints Committee (ICC) for the current academic session 2023 – 24 held on dated 06/07/2023 at 12:15 PM in the Administrative Block Conference Hall:

#### Members Present:

1. Dr. Anula Khare	Chairperson	<i>Anula</i>
2. Dr. Vivek Sharma	Member	<i>Vivek</i>
3. Dr. Hitesh Khare	Member (Convenor)	<i>Hitesh</i>
4. Mr. Mahendra Malviya	NGO Member	<i>Mahendra</i>
5. Mrs. Sonal Chipde	Member	<i>Sonal</i>
6. Mr. Mahesh Ahirwar	Member	<i>Mahesh</i>
7. Ms. Sushma Choudhary	Member	<i>Sushma</i>
8. Ms. Subhanshi Verma	Student Member	<i>Subhanshi</i>
9. Ms. Rimjhim Shrivastava	Student Member	<i>Rimjhim</i>
10. Ms. Aditi Sisodia	Student Member	<i>Aditi</i>

The meeting commenced at 12:15 pm with all above mentioned members joining in the offline mode. As the committee was newly formulated effective from the academic Year 2023-24, all the members introduced themselves. Dr. Anula Khare, Chairperson ICC, welcomed the newly formulated committee members to the meeting.

#### Following agenda items were discussed and resolved in the meeting: -

##### Point 1. Review of MoM of Meeting conducted on 24.12.2022.

The Chairperson read out the salient points in MoM of the meeting conducted on 12.07.2024 and gave the action taken reports. All members took note of the same.

##### Point 2. Briefing of the Vishaka guidelines to all the members.

The Chairperson updated the members about the Vishaka guidelines which is required to be made known to the female employees as well as the students. Proper awareness of the guidelines can ensure the prevention of sexual harassment of women/female students in the institution.

##### Point 3. Awareness programmes for the newly admitted students.

It was unanimously agreed by all the committee members to regularly meet and counsel the newly admitted students to make them comfortable in the first year of their

studies. The committee resolved to ensure proper communication specifically with the female students from outside Bhopal for their comfortable stay as well as proper focus on their academics.

**Point 4. Usage of social media platforms.**

It has been decided to counsel the students regarding their activeness on the social media platforms.

**Point 5: Gender sensitization.**

It was decided to ensure awareness of all the female students to personally cultivate good interpersonal relationships with their course mates and help facilitate productive group relations among themselves. It helps to develop a cordial and amiable working environment. It also helps to develop corrective emotional and behavioural actions which helps in opening up the widest possible range of life options

It has been unanimously decided by the committee members to ensure proper execution of the **Students' Gate Pass system** in order to keep a check on the unwanted movement of the system.

As there were no other points to be discussed, the meeting ended with vote of thanks to the Chair.

The draft minutes of meeting was circulated to all members who attended the meeting for their comments/observation but no correction was suggested by any member. Therefore, it is requested to approve the minutes.

  
(Chairperson)

# Technocrats Institute of Technology, Bhopal

## Internal Complaints Committee

### Annual Report: Session 2022-23

S. No.	Complaints Details	Total Complaints Received	Status		Remark
			Solved	Pending	

No complaints received.

  
(Committee Chairperson)

  
(Director)  
20.08.2023



**Technocrats Institute of Technology, Bhopal (M. P.)**


**Notice**

**Ref.: TIT/ICC/2022/03**

**Dated: 21/12/2022**

Subject: Meeting of the Internal Complaints Committee (ICC) for the current academic session 2022 – 23 is scheduled on 24th Dec. 2022 at 11:30 AM in the Director Office Conference Room with the following agenda:

1. Review of MoM of the last meeting conducted on 02.07.2022.
2. Usage of social media platforms by the students.
3. Any other matter with the permission of the chair.

  
(Dr. Hitesh Khare)  
Convenor/Secretary

**For circulation:** To all the concerned.







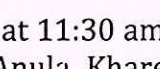
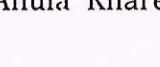
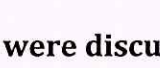
## Technocrats Institute of Technology, Bhopal (M. P.)

Ref.: TIT/ICC/2022/04

Dated: 24/12/2022

### Minutes of the Meeting

Minutes of the meeting of the Internal Complaints Committee (ICC) for the current academic session 2022 – 23 held on dated 24/12/2022 at 11:30 PM in the Director Office Conference Room:

1. Members Present:
2. Dr. Anula Khare, Chairperson ICC 
3. Dr. Vivek Sharma 
4. Dr. Hitesh Khare 
5. Mr. Manoj Sharma 
6. Mr. Mahesh Ahirwar 
7. Ms. Sushma Choudhary 
8. Ms. Anshu Priya 
9. Ms. Preeti Baiga 
10. Ms. Priyanka Jhinjore 

The meeting commenced at 11:30 am with all above mentioned members attending the meeting in person. Dr. Anula Khare, Chairperson ICC, welcomed all the committee members.

#### Following agenda items were discussed and resolved in the meeting: -

##### Point 1. Review of MoM of Meeting conducted on 02.07.2022.

The Chairperson read out the salient points in MoM of the meeting conducted on 02.07.2022. All members took note of the same.

##### Point 2. Usage of social media platforms.


It has been decided to counsel the students regarding their activeness on the social media platforms.

##### Point 3: Gender sensitization.

It was decided to ensure awareness of all the female students to personally cultivate good interpersonal relationships with their course mates and help facilitate productive group relations among themselves. It helps to develop a cordial and amiable working environment. It also helps to develop corrective emotional and behavioural actions which helps in opening up the widest possible range of life options.

As there were no active complaints, the meeting ended with vote of thanks to the Chair.

The draft minutes of meeting was circulated to all members who attended the meeting for their comments/observation but no correction was suggested by any member. Therefore, it is requested to approve the minutes.

  
(Chairperson)

  
(Secretary)

# Technocrats Institute of Technology, Bhopal

Ref.no.TIT/Director/2022/02

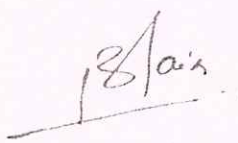
Date: 13/11/2022

## Office Order

In compliance with the notification of AICTE, UGC and affiliating university RGPV following internal Committee is hereby constituted for session 2022-23. All students may register their complains if any to the committee.

## Internal Committee

SN	Name of Committee Member	Profession	Designation	Mobile No.	E-mail
1	Dr. Anula Khare	ChairPerson	HOD EX	9826218764	Anulakhare03@gmail.com
2	Dr. Vivek Sharma	Member	HOD AIML	7987935564	Sharvivek1968@gmail.com
3	Dr. Hitesh Khare	Member	HOD ME	992661172	Hitesh462021@gmail.com
4	Mr. Mahesh Ahirwar	Member	I/C Scholarship	7694004926	Maheshahirwar.2008@rediffmail.com
5	Anshu Priya	Student Member	Student	8837096757	Anshupriyaaa01@gmail.com
6	Preeti Baiga	Student Member	Student	8982739055	preeti.baiga@gmail.com
7	Priyanka Jhinjore	Student Member	Student	7610786829	jayshreejhinjore92@gmail.com
8	Mr. Manoj Sharma	Member	Non-Teaching Faculty	9893448395	sharmamanoj2911@gmail.com
9	Ms. Sushma Choudhary	Member	Non-Teaching Faculty	9753862299	sujataraidas622@gmail.com

  
DIRECTOR  
Technocrats Institute of Technology  
Anand Nagar, Bhopal

Copy to:

1. Hon'ble Chairman Sir
2. Director Admin for information
3. Vice Principal
4. All HODs
5. All Concern Faculty members
6. Registrar



# **Technocrats Institute of Technology, Bhopal (M. P.)**

## **Notice**

**Ref.: TIT/ICC/2022/01**

**Dated: 29/06/2022**

Subject: Meeting of the **Internal Complaints Committee (ICC)** for the current academic session 2022 – 23 is scheduled on 2<sup>nd</sup> July 2022 at 11:30 AM in the Director's office Conference Room with the following agenda:

1. Review of MoM of the last meeting conducted on 18.12.2021.
2. Briefing of the Vishakha guidelines to all the members.
3. Awareness programmes for the newly admitted students.
4. Usage of mobile phones.
5. Gender sensitization.
6. Any other matter with the permission of the chair.



(Dr. Hitesh Khare)  
**Convenor**

**For circulation:** To all the concerned.

## Technocrats Institute of Technology, Bhopal (M. P.)

Ref.: TIT/ICC/2022/02

Dated: 02/07/2022

### Minutes of the Meeting

Minutes of the meeting of the Internal Complaints Committee (ICC) for the current academic session 2022 – 23 held on dated 02/07/2022 at 11:30 PM in the Director's office Conference Room:

#### Members Present:

1. Dr. Anula Khare	Chairperson	<i>Anula</i>
2. Dr. Vivek Sharma	Member	<i>Vivek</i>
3. Dr. Hitesh Khare	Member	<i>Hitesh</i>
4. Mr. Manoj Sharma	Member	<i>Manoj</i>
5. Mr. Mahesh Ahirwar	Member	<i>Mahesh</i>
6. Ms. Sushma Choudhary	Member	<i>Sushma</i>
7. Ms. Anshu Priya	Member	<i>Anshu</i>
8. Ms. Preeti Baiga	Member	<i>Preeti</i>
9. Ms. Priyanka Jhinjore	Member	<i>Priyanka</i>

The meeting commenced at 11:30 am with all above mentioned members joining in the offline mode after the COVID 19 pandemic with all the possible precautions. As the committee was newly formulated for the academic Year 2022-23, all the members introduced themselves. Dr. Anula Khare, Chairperson ICC, welcomed the newly formulated committee members to the meeting.

#### Following agenda items were discussed and resolved in the meeting: -

##### Point 1. Review of MoM of Meeting conducted on 18.12.2021.

The Chairperson read out the salient points in MoM of the meeting conducted on 18.12.2021 and gave the action taken reports. All members took note of the same.

##### Point 2. Briefing of the Vishaka guidelines to all the members.

The Chairperson updated the members about the Vishaka guidelines which is required to be made known to the female employees as well as the students. Proper awareness of the guidelines can ensure the prevention of sexual harassment of women/female students in the institution.

##### Point 3. Awareness programmes for the newly admitted students.

It was unanimously agreed by all the committee members to regularly meet and counsel the newly admitted students to make them comfortable in the first year of their studies. The committee resolved to ensure proper communication specifically with the

female students from outside Bhopal for their comfortable stay as well as proper focus on their academics.

**Point 4. Usage of mobile phones.**

In the post COVID 19 scenario, it has been decided to counsel the students regarding the low usage of mobile phones to reduce the chances of side effects on health as well as unwanted exposure to the useless content.

**Point 5: Gender sensitization.**

It was decided to ensure awareness of all the female students to personally cultivate good interpersonal relationships with their course mates and help facilitate productive group relations among themselves. It helps to develop a cordial and amiable working environment. It also helps to develop corrective emotional and behavioural actions which helps in opening up the widest possible range of life options

As there was no active complaint, the meeting ended with vote of thanks to the Chair.

The draft minutes of meeting was circulated to all members who attended the meeting for their comments/observation but no correction was suggested by any member. Therefore, it is requested to approve the minutes.



(Chairperson)



# **Technocrats Institute of Technology, Bhopal (M. P.)**

## **Notice**

**Ref.: TIT/ICC/2022/01**

**Dated: 29/06/2022**

Subject: Meeting of the **Internal Complaints Committee (ICC)** for the current academic session 2022 – 23 is scheduled on 2<sup>nd</sup> July 2022 at 11:30 AM in the Director's office Conference Room with the following agenda:

1. Review of MoM of the last meeting conducted on 18.12.2021.
2. Briefing of the Vishakha guidelines to all the members.
3. Awareness programmes for the newly admitted students.
4. Usage of mobile phones.
5. Gender sensitization.
6. Any other matter with the permission of the chair.

  
(Dr. Hitesh Khare)  
**Convenor**

**For circulation: To all the concerned.**

## Technocrats Institute of Technology, Bhopal (M. P.)

Ref.: TIT/ICC/2022/02

Dated: 02/07/2022

### Minutes of the Meeting

Minutes of the meeting of the Internal Complaints Committee (ICC) for the current academic session 2022 – 23 held on dated 02/07/2022 at 11:30 PM in the Director's office Conference Room:

#### Members Present:

1. Dr. Anula Khare	Chairperson <i>Anula</i>
2. Dr. Vivek Sharma	Member <i>Vivek</i>
3. Dr. Hitesh Khare	Member <i>Hitesh</i>
4. Mr. Manoj Sharma	Member
5. Mr. Mahesh Ahirwar	Member <i>Mahesh</i>
6. Ms. Sushma Choudhary	Member <i>Sushma</i>
7. Ms. Anshu Priya	Member <i>Anshu</i>
8. Ms. Preeti Baiga	Member <i>Preeti</i>
9. Ms. Priyanka Jhinjore	Member <i>Priyanka</i>

The meeting commenced at 11:30 am with all above mentioned members joining in the offline mode after the COVID 19 pandemic with all the possible precautions. As the committee was newly formulated for the academic Year 2022-23, all the members introduced themselves. Dr. Anula Khare, Chairperson ICC, welcomed the newly formulated committee members to the meeting.

#### Following agenda items were discussed and resolved in the meeting: -

##### Point 1. Review of MoM of Meeting conducted on 18.12.2021.

The Chairperson read out the salient points in MoM of the meeting conducted on 18.12.2021 and gave the action taken reports. All members took note of the same.

##### Point 2. Briefing of the Vishaka guidelines to all the members.

The Chairperson updated the members about the Vishaka guidelines which is required to be made known to the female employees as well as the students. Proper awareness of the guidelines can ensure the prevention of sexual harassment of women/female students in the institution.

##### Point 3. Awareness programmes for the newly admitted students.

It was unanimously agreed by all the committee members to regularly meet and counsel the newly admitted students to make them comfortable in the first year of their studies. The committee resolved to ensure proper communication specifically with the

female students from outside Bhopal for their comfortable stay as well as proper focus on their academics.

**Point 4. Usage of mobile phones.**

In the post COVID 19 scenario, it has been decided to counsel the students regarding the low usage of mobile phones to reduce the chances of side effects on health as well as unwanted exposure to the useless content.

**Point 5: Gender sensitization.**

It was decided to ensure awareness of all the female students to personally cultivate good interpersonal relationships with their course mates and help facilitate productive group relations among themselves. It helps to develop a cordial and amiable working environment. It also helps to develop corrective emotional and behavioural actions which helps in opening up the widest possible range of life options

As there was no active complaint, the meeting ended with vote of thanks to the Chair.

The draft minutes of meeting was circulated to all members who attended the meeting for their comments/observation but no correction was suggested by any member. Therefore, it is requested to approve the minutes.



(Chairperson)