

SARVAJANIK ARTS AND COMMERCE COLLEGE

Visarwadi, Tal. Navapur, Dist. Nandurbar

ANTI-WOMEN HARASSMENT & INTERNAL COMPLAINTS COMMITTEE

OFFICIAL MEETING MINUTES

Meeting No.:	01/2022-2023	Date:	09 July 2022
Time:	11:30 AM	Venue:	Principal's Cabin

Presiding Officer: Acting Principal B. V. Gavit

I. Roll Call & Attendance

Sr. No.	Member Name	Role / Designation
1	Acting Principal B. V. Gavit	Presiding Officer
2	Dr. S. R. Rathod	Member
3	Mr. R. B. Patil	Member
4	Mr. Kisan Vasave	Member
5	Mr. Sharad S. Chaudhari	Member
6	Hon. Sangitatai B. Gavit	External Member
7	Ms. Usha Rajendra Gavit	Student Representative
8	Ms. Vidya Shankar Gosavi	Student Representative
9	Ms. Archana Gavit	Student Representative

II. Meeting Agenda

1. Welcome & Orientation: Greet committee members and review core objectives.
2. Campus Security: Upgrade physical and digital safety measures for female students.
3. Empowerment Programs: Organize joint self-defense workshops with the NSS.
4. Reporting Protocols: Establish a strictly confidential reporting system and launch awareness campaigns.

III. Proceedings & Discussions

- **Opening Remarks:** Acting Principal B. V. Gavit called the meeting to order, welcoming all members. She outlined the statutory guidelines and the committee's primary goal of maintaining a secure learning environment.



- **Security Upgrades:** The committee reviewed current campus safety. Mr. Kisan Vasave proposed installing extra CCTV cameras in unmonitored areas. The committee unanimously supported drafting a formal proposal for this installation.
- **Student Empowerment:** To boost female students' confidence, the committee agreed to host collaborative events with the NSS. Mr. R. B. Patil recommended a week-long self-defense camp. Student representatives (Ms. Usha, Ms. Vidya, and Ms. Archana) took responsibility for maximizing student participation.
- **Complaint Mechanisms:** Dr. S. R. Rathod and Mr. Sharad S. Chaudhari stressed the need for safe reporting channels. The committee finalized the installation of secure complaint boxes and the creation of a dedicated, confidential email address. Updated committee rules will be posted on all notice boards.
- **Sensitization & Culture:** Hon. Sangitai B. Gavit emphasized collective responsibility. She recommended conducting gender sensitization seminars for both staff and students to promote mutual respect.

IV. Action Items Summary

Action Item	Assigned To	Deadline
1. Draft proposal for additional CCTV cameras	Mr. Kisan Vasave	Next Meeting
2. Coordinate NSS self-defense camp participation	Student Representatives	End of Month
3. Install complaint boxes & create dedicated email	Dr. S. R. Rathod / Mr. S. Chaudhari	Immediate
4. Schedule gender sensitization seminars	Presiding Officer	Mid-Semester

Adjournment: The meeting was formally concluded with a vote of thanks delivered by Mr. R. B. Patil, who acknowledged the proactive suggestions from all attendees.




 (Acting **PRINCIPAL** Gavit)
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