



SINDHI COLLEGE

Sindhi College **Women Empowerment Cell and Anti-Sexual** **Harassment Cell**

Objectives

- ✦ To empower women by motivating them to learn self-defense practices etc.
- ✦ To conduct self-defense courses like karate and others.
- ✦ To motivate and give support to the girl students how to face the consequences in the working environment.
- ✦ To arrange seminars and Guest Lectures on subjects related to gender issues.
- ✦ To develop and implement a policy against sexual harassment.
- ✦ To evolve an effective mechanism for prevention, prohibition and redressal of cases related to sexual harassment.
- ✦ To promote an environment that will raise awareness about and deter acts of sexual harassment of students.
- ✦ To generate awareness about the mechanism of redressal of sexual harassment related issues among students.
- ✦ To empower students and generate an environment free from sexual harassment of any nature.
- ✦ To uphold commitment of the Institution to provide an environment that is free from discrimination and violence or any kind of psychological trauma to women in relation to sexual harassment.
- ✦ To conduct programmes and workshops that create awareness relating to sexual harassment.
- ✦ To communicate good values and uphold them in solving issues related to sexual harassment.



Sindhi College

Anti-Sexual Harassment Cell

Sexual Harassment

Any unwelcome sexually motivated behaviour, whether directed or by implication involving physical contacts or advances, demand for sexual favours, sexually-tainted remarks and other unwelcome physical, verbal or non-verbal expressions of sexual nature which affects women's right to work in a congenial environment at the workplace.

Scope :-

The provision of these rules and procedures shall apply to all students/academic and non-academic staff of Sindhi College. These rules and regulations shall be applicable to all complaints of sexual harassment made by:

- A student against member/members of academic or non-academic staff or co-students or a member of the academic community against a student / students or another member of the academic or non-academic community within and outside the campus.
- A service provider against a student / students or a member/members of academic or non-academic staff or a student or a member or academic or non-academic staff against an outsider or service provider, if the alleged sexual harassment is reported to have taken place within the campus.

Functions :-

- Mediation of cases arising out of incidence of sexual assault or sexual harassment occurring in the campus, overview of campus security services to ensure prompt intimation to the committee of the college of all incidents of alleged sexual harassment.
- Organizing training programmes for the staff and the students of the college to equip them well for handling sexual harassment cases and assistance to aggrieved parties in the campus to make complaints to suitable authority in deserving cases.
- Conducting meetings with the students and staff members to create awareness and to ensure a healthy environment on the campus

Filing of Complaints:

- Complaints of sexual harassment shall be lodged with the committee / class teacher / HOD / Vice Principal. Such complaints should be taken by the committee for resolution through mediation, conciliation and enquiry.

- The complaints should be made in writing. If the complainant is not able to give in writing himself/herself, the complaint can be given in writing or his/her behalf by his/her companion.
- The complainant is at liberty to withdraw the complaint at any stage of enquiry, provided such withdrawal is made independently and under free will. The enquiry may be terminated on receipt of the request for such withdrawal.
- The committee is empowered to terminate the enquiry proceeding and to give ex-prate decision on the complaint on valid grounds. It shall submit a detailed report communicating its findings based on its investigations. The committee shall pronounce its verdict whether the accused is/are guilty or not guilty. The committee in cases in which the accused is/are found guilty, should indicate the gravity of the offence, whether it is major, serious or minor.
- The complainants and the accused shall be given reasonable opportunity to present and defend their cases. Witness may be called if deemed necessary. In case the accused fail/s to attend consecutively for three hearings despite call notices for the same, the enquiry may be terminated and the decision taken on the complaint on ex-prate basis.
- Counselling services may be made available to the victims and the accused on request.
- If the complainant the accused and the witnesses desire to be accompanied by a companion of their choice, they may be permitted to do so, provided the person so chosen will have only observer status and shall leave the meeting his/her testimony.
- The complainant and the accused shall have the right of cross-examination of all witnesses.
- The enquiry committee shall have the right to disallow questions from the victim or the accused, if the questions are deemed irrelevant and unnecessary.
- All persons heard by the enquiry committee as well as observers shall take and observe an oath of secrecy about the proceedings.
- Regressive Disciplinary Action: Committee would pass on the findings of the enquiry committee to the Honourable Chairman, for taking appropriate regressive action. If the Chairman finds that, there is requirement for further investigation and he may order for a review of the report by the enquiry committee and may even refer the case to competent legal authority, if it is grave nature.



SINDHI COLLEGE

Anti-Sexual Harassment-Policy

PURPOSE:

The purpose of this document is to outline the position on sexual harassment and to document the process which is to be followed should any grievances arise.

DEFINITIONS:

Sexual harassment means any unwelcome sexual advance, unwelcome request favours, or other unwelcome conduct of a sexual nature which makes a person feel offended, humiliated or intimidated, and where that reaction is reasonable in the circumstances. Examples of sexual harassment include, but are not listed to:

- Staring or leering
- Unnecessary familiarity, such as deliberately brushing up against you or unwelcome touching
- Suggestive comments or jokes
- Insults or taunts of a sexual nature
- Intrusive questions or statements about your private life
- Displaying posters, magazines or screen savers of a sexual nature.
- Sending sexually explicit emails or text messages.
- Inappropriate advances on social networking sites.
- Behaviour that may also be considered to be an offence under criminal law, such as physical assault, indecent exposure, sexual assault, stalking or obscene communications.

Behaviour that is based on mutual attraction, friendship and respect is not sexual harassment.

POLICY:

Sindhi College will not tolerate sexual harassment under any circumstances. Responsibility lies with every employee to ensure that sexual harassment does not occur.

A breach of this policy will result in disciplinary action and immediate action would be taken. Any reports of sexual harassment will be treated seriously and promptly with sensitivity.

Such reports will be treated as completely confidential up to the point where a formal or informal complaint is lodged against a particular person, at which point that person must be notified under the rules of natural justice.

Complainants have the right to determine how to have a complaint treated, to have support or representation throughout the process, and the option to discontinue a complaint at any stage of the process.

The alleged harasser also has the right to have support or representation during any investigation, as well as the right to respond fully to any formal allegations made. There will be no presumptions of guilt and no determination made until a full investigation has been completed by the necessary authorities.

Disciplinary action may be taken against anyone who victimises or retaliates against a person who has complained of sexual harassment.

Meaning of Sexual harassment according to law

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favours, and other verbal or physical conduct of a sexual nature when either:

- The conduct is made as a term or condition of an individual's employment, education, living environment or participation in a University community.
- The acceptance or refusal of such conduct is used as the basis or a factor in decisions affecting an individual's employment, education, living environment, or participation in a University community.
- The conduct unreasonably impacts an individual's employment or academic performance or creates an intimidating, hostile or offensive environment for that individual's employment, education, living environment, or participation in a University community.

Sexual harassment is defined by law and includes requests for sexual favours, sexual advances or other sexual conduct when

- 1) Submission is either explicitly or implicitly a condition affecting academic or employment decisions.
- 2) The behavior is sufficiently severe or pervasive as to create an intimidating, hostile or repugnant environment.
- 3) Or the behavior persists despite objection by the person to whom the conduct is directed.

The University considers such behavior, whether physical or verbal, to be a breach of its standards of conduct and will seek to prevent such incidents and take corrective action when sexual harassment occurs.

Types of Sexual Harassment

Generally speaking, there are two types of sexual harassment, “*quid pro quo*” and *hostile environment*.

Quid pro quo (meaning “this for that”) sexual harassment occurs when it is stated or implied that an academic or employment decision about a student or employee depends upon whether the student or employee submits to conduct of a sexual nature. *Quid pro quo* sexual harassment also occurs when it is stated or implied that an individual must submit to conduct of a sexual nature in order to participate in a University program or activity. So, for example, if an employee is made to believe that a promotion is likely if the employee goes on a date with the employee’s supervisor, the employee is possibly being subjected to “quid pro quo” sexual harassment. (*Office of Institutional Equity, University of Michigan*)

Hostile environment sexual harassment occurs when unwelcome conduct of a sexual nature creates an intimidating, threatening or abusive working or learning environment or is so severe, persistent or pervasive that it affects a person’s ability to participate in or benefit from a University program or activity. While a person engaging in harassing behavior most often has some form of power or authority over the person being harassed, that is not always the case. The harasser can be a peer of the person being harassed. Sometimes the harasser a person who has power over them.



SINDHI COLLEGE

Anti-Sexual

Harassment Cell

Procedure for handling

Sexual Harassment

related cases

PRINCIPAL



COMMITTEE
MEMBERS



CLASS TEACHER/
SUBJECT
TEACHERS/ HOD'S



STUDENTS



SINDHI COLLEGE

Anti-Sexual Harassment Cell

Risk, Impact of Risk and Action taken-Report

Sl. No	ANTICIPATED RISK	IMPACT OF RISK	ACTION PLAN
1.	Failure to provide direction guidelines and vision.	Lack of clear goals, road map and objectives.	Well defined Objectives (Objectives of Anti-Sexual Harassment Cell)
2	Lack of clear plans and activity orientation. Lack of adherence to the activities planned	(i) Lack of clarity and accountability (ii) Not addressing issues related to Sexual Harassment.	*Conducting meetings on a timely and regular basis to ensure the address towards women related issues.(Circulars and minutes of the meeting)
3	Lack of accountability and a proper grievance redressal mechanism towards sexual harassment	Confusion overlapping and lack of clarity. Lack of well-defined redressal network	*Convenors and members are identified well in advance. (Members list)
4	Lack of awareness towards issues related to sexual harassment	Reduced awareness and sensitivity towards women empowerment issues Act against stakeholders' interest.	*Planning and Organising various programmes related to Sexual Harassment. *Following a well-defined meticulous approach towards dealing with cases related to sexual harassment.
5	Lack of proper grievance handling mechanism or network towards handling cases related to sexual harassment	• Increased problems and lack of control	*Documenting cases *Effective grievance handling mechanism *Following a well- defined legal approach towards dealing with cases related to sexual harassment





Sindhi College

(Sponsors : Sindhi Seva Samiti)

#33/2B, Hebbal, Kempapura, Bengaluru – 560024

Permanently affiliated to Bengaluru City University

Re-accredited by NAAC Recognised by UGC under 2(f) & 12(B)

An ISO 9001:2015 Certified Institution

Women Empowerment Cell and Anti-Sexual Harassment Cell

Details of the Members

Academic Year-2021-22

President

Dr B S Srikanta,

Director

Sindhi College

Chairman

Prof.Asha

Principal

Sindhi College

Convenor

Ms. Shiny Wesley

Assistant Professor

Centre for PG Studies

Sindhi Colleg

SI No	Name of the Member	Signature
1	Ms. Shinny Wesley (Assistant Professor Centre for PG Studies)	
2	Ms. Jeya Sudha M (Assistant Professor Department of Computer Science)	
3	Ms. Namratha B.M (Assistant Professor Department of Commerce)	
4	Ms. Kusuma N.C (Assistant Professor Department of Management)	
5	Mr. Suresh (Assistant Professor Department of Commerce)	

Sindhi College
Women Empowerment Cell and Anti-Sexual
Harassment Cell

SI. No	DEPARTMENT	Number of Faculties
1	UG DEPARTMENT	31
2	CENTRE FOR PG STUDIES	05
3	OFFICE STAFF	06
4	SUPPORTING STAFF	01

Total

43



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Women Empowerment Cell and Anti-Sexual Harassment Cell

Student Representatives

SI No	Name	Class
1	Sayeera Shariff	I M. Com (FA)
2	Kavya G	II B. Com
3	Bhoomika B M	I BBA
4	Remya R	II BCA



Tel-080-23637543/44, 41178288

SINDHI COLLEGE

Anti-Ragging and Disciplinary Committee

Objectives

1. To Comply with the directives of UGC issued from time to time.
2. To ensure completely ragging free environment.
3. To create awareness among seniors that ragging of any kind is prohibited by law.
4. To deal with the incidents of ragging promptly and stringently.
5. To ensure discipline in the class rooms and within the college campus.
6. To promote responsible behavior amongst students.
7. To create a fair sense of what is legal and what is illegal amongst students.
8. To promote virtues amongst students.


Convenor


Principal
PRINCIPAL
SINDHI COLLEGE
#33/2B Kempapura, Hebbal,
Bengaluru-560 024.


Director
Dr. B.S. SRIKANTA
Director
Sindhi College
No. 33/2B, Kempapura, Hebbal
Bengaluru - 560 024



SINDHI COLLEGE

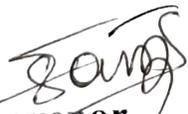
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SINDHI COLLEGE

Anti-Ragging Cell and Disciplinary Committee 2021-22

COMMITTEE MEMBERS

Prof. Asha N Principal	Chairman	
Dr.Kariyanna .S	Coordinator	9900934937
Lt.Shankara B .P	Physical Education Director & Associate NCC Officer	9008901480
Mr.Devaraju S	Chief Librarian	7760118007
Ms.Prameela B R	Physical Education Director	6360206910
Mr.Chitty Babu	Faculty Member	8618737930
Ms.Savitha N L	Faculty Member	9538303195
Mr.Srinivas G N	Faculty Member	9880144771


Convenor


Principal
PRINCIPAL
SINDHI COLLEGE
#33/2B Kempapura, Hebbal,
Bengaluru-560 024.


Director
Dr. B.S. SRIKANTA
Director
Sindhi College
No. 33/2B, Kempapura, Hebbal
Bengaluru - 560 024

Circular.

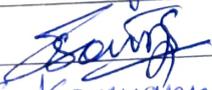
Date:- 18/12/21

This is to inform all the members of the committee that the 1st meeting for the academic year 2021-22. odd Semester will be scheduled ~~for~~ on 22/12/21

Attendance is Compulsory
Agenda:-

1. To define the vision and Mission
2. To review the students discipline
3. To review the students attendance
4. Role of sgc for the above.
5. Uniform and dress code.
6. Any other discipline related issues.

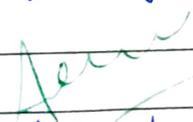
Prepared by:


Dr. S. Kariyanna.

Convenor.

Discipline Committee.

Signed by:


Prof. Asha N.
PRINCIPAL
SINDHI COLLEGE
#33/2B Kempapura, Hebbal.
Bengaluru-560 024.

CIRCULAR

Date: 28/03/22

This is to inform all the members of the Committee that the 2nd meeting for the academic year 2021-22 odd Semester will be scheduled ~~for~~^{on} 28/03/22 at 2.00pm

Attendance is Compulsory

Agenda:

1. Student's Discipline ✓
2. Student's Awareness over cleanliness at Campus
3. Disciplinary action for increase in 'College I.D card exchange'
4. Students not getting back to class after lunch break
5. Role of S.G.C in overall college discipline issues.
6. Canteen maintenance & control of students.
- there.

Prepared by:

~~Soumya~~
Dr. Kaniyanna.S
Convenor

Discipline Committee

Signed by:

Prof. Asha N

Minutes of Meeting

Date: 28/03/2022

Chairman :- Prof. Asha.N

Convener :- Dr. Kariyanma .S.

Members :- Lt. Shankara .B.P

Ms. Prameela

Mr. Srinivas .G.N.

Mr. Devaraju .

Ms. Saritha

Mr. Chitty Babu

Student Member :- Hariharan

Sadhana .S.

Sujith Kumar.P.

Nithu Kumari.

Meeting :- Dr. Kariyanma Commenced the meeting by welcoming the members and placed the agenda of the meeting before the Committee.

- Mr. Srinivas .G & Mr. Devaraju stressed on improving the punctuality and Discipline Conduct of the students.
- Ms. Saritha put forth the necessity of improving the attendance of the students and regularity.
- Ms. Prameela & Mr. Chitty Babu put forward the views on improving Students & conditions and Discipline Conduct in college Campus.
- Lt Shankara stressed on improving uniform and dress code with the help of S.G.C.

Circular

Date - 16/05/2022

This is to inform all the members of the Committee that the ~~1st~~ meeting for the academic year 2021-22 - Even Semester will be scheduled on 18/05/2022 at 2:00PM

Agenda :

1. Students Discipline
2. Disciplinary Awareness among the students.
3. Students not getting back to class after Lunch bell.
4. Role of S.G.C in maintaining College discipline.
5. Canteen maintenance & Control.

Prepared by,

~~Soumya~~
Dr. Kariyanna. S
Convener
Discipline Committee

Signed by

Prof. Asha. N

Minutes of Meeting.

Date: - 18/05/2022.

Chairman :- Prof. Asha N

Convener :- Dr. Kariyama S

Members :- Lt. Shankara .BP.

Ms. Prameela

Mr. Srinivas .G.N

Ms. Devaraju

Ms. Saiitha

Ms. Chitty Babu

Student Members : Harisharan

Sadhana.S

Sajith Kumar P

Nithu Kumari

Meeting. Mr. Srinivas commenced the meeting by welcoming the members and placed the agenda of the meeting before the committee.

- To maintain the discipline and punctuality Mr. Srinivas and Prameela organised a team to check the late comers.
- Ms. Chitty Babu stressed on regular checking of the students attendance.
- Lt. Shankara & Devaraju uphold the corridor discipline.
- Dr. Kariyama stressed on no use of mobile phone in college campus.

Circular

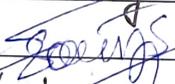
Date :- 8/09/2022

This is to inform all the members of the Committee that the 1st meeting for the academic year 2022-23 - odd Semester will be scheduled on 10/09/2022 at 2:00 PM

Agenda

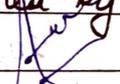
1. To Create awareness among the first year students about college discipline policy
2. To Monitor the students discipline while Exams in the Campus.
3. Control of Students in Canteen.
4. Rule for late arrival of students to college

Prepared by


Dr. Kariyanna S
Convener

Discipline Committee

Signed by


Prof. Asha .N

Minutes of Meeting.

Date :- 10/09/2022

Chairman :- Prof. Asha.N

Convener :- Dr. Kariyanna.S

Members :- Lt Shankara.B.P

Mrs. Pramela.

Mr. Srinivas.G.N.

Mr. Devareju

Mrs. Savitha.

Mr. Chitty babu.

Meeting :-

Dr. Kariyanna commenced the meeting by welcoming the members and placed the agenda of the meeting before the committee.

- Mr. Srinivas & Mr. Devareju proposed to brief the rules and regulations to the first year students who have commenced the semester.
- Mr. Chitty babu stressed on taking strict action on using mobile in classrooms.
- Mr. Shankar & Mrs. Pramela suggested on improving the dress code of the first year students.
- All committee members suggested that students arriving late should be taken strict action so that it will not be continued.



SINDHI COLLEGE

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33/2B, KEMPAPURA HEBBAL BANGALORE-560024

GRIEVANCE REDRESSAL CELL

Objectives of the cell

- To enable the students to air their grievances.
- To clarify the nature of the grievances.
- To investigate the reasons for dissatisfaction.
- To obtain, where possible, a speedy resolution to the problem.
- To take appropriate actions and ensure that promises are kept.
- To inform the student of their right to take the grievance to the next stage of the procedure, in the event of an unsuccessful resolution.

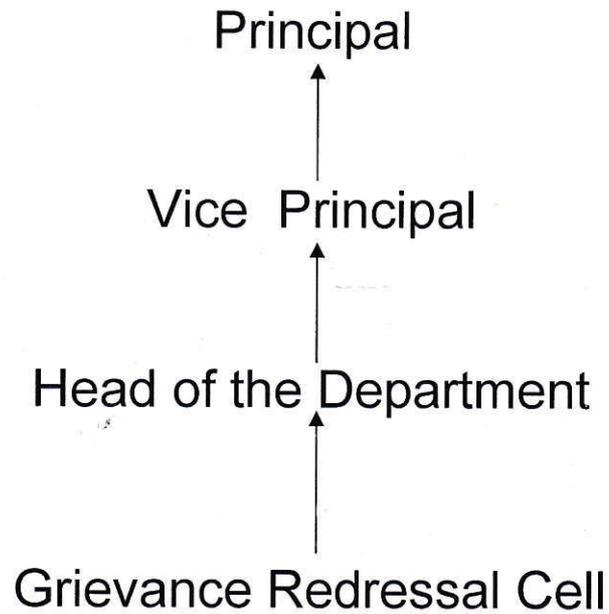

(Co-ordinator)


Dr. B.S. SRIKANT
Director
Sindhi College
No. 33/2B, Kempapura, Hebbal
Bengaluru - 560 024



Grievance Redressal Cell

Hierarchy followed in the institution for Redressal of Grievances



Sindhi College

Grievance Redressal Cell

Risk, Impact of Risk and Action taken

SL.NO	Risk	Impact of Risk	Action Plan
1.	Lack of Direction and purpose	Improper functioning of the cell	The objectives of the cell drafted
2.	Ill-defined responsibilities in solving grievances	Lack of Channelizing the methodology of solving grievances	Hierarchical method of solving grievances followed in the Institution
3.	Lack of Accountability in achieving the objectives of the cell	Failure to accomplish the desired result	Records of grievances redressed

Grievance Redressal cell meeting will be held on 2-11-2021 at 1.00 PM in Room No - 103

Agenda

1. General discussions

co-ordinator.

Subrahmanyam

Members

- | | |
|-------------------------|-------------------|
| 1. Prof. Hemalatha | 4. Prof. Srihari |
| 2. Prof. Kalavani | 5. Prof. Prathima |
| 3. Prof. Akhilandeswari | P.Tice |

Minutes

1. The committee members decided to uphold the dignity of the institution by ensuring strife free atmosphere in the Institute through promoting cordial student-student relationship and student teacher relationships etc.
2. Encouraging the students to express their grievance freely and without any fear of being victimized.

Subrahmanyam

Co-ordinator.

- | | |
|-------------------------|-------------------|
| 1. Prof. Hemalatha | 4. Prof. Srihari |
| 2. Prof. Kalavani | 5. Prof. Prathima |
| 3. Prof. Akhilandeswari | P.Tice |

2021-22

Grievance Redressal cell meeting will be held on 1/12/21 at 1Pm in Room No-001.

Agenda for the meeting

- General discussions by the new Co-ordinator and the members of the Committee.

Co-ordinator

Nandini S.

members

Mr. N. R. Subramanya

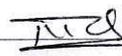
Ms. Potul Dutta

minutes of the meeting

1. The committee met and discussed several general issues concerning the institutions with regard to student grievance and the ways to promote cordial Student-Teacher relationship.
2. A student by name Arjun of third semester BBA Aviation management was counselled and advised to attend the classes and study seriously.

Nandini S. 
Co-ordinator.

members present

Mr. N. R. Subramanya 

Ms. Potul Dutta 

2021-22

Grievance Redressal Cell meeting will be held on 15/6/22 at 1 PM in Room No-003.

Agenda for the meeting

To discuss about conducting a guest lecture on legal services by Karnataka State Legal Service Authority.

Co-ordinator

Nandini-S.

Members

Prof. N.R. Subramanya

Prof. Vijitha

Prof. Chitralekha

Minutes of the meeting

1. The committee co-ordinator firstly introduced new members ms. Vijitha and ms. Chitralekha and briefed them about the activities of the cell.
2. Also the committee discussed about organizing a guest lecture to the students of the college in creating legal services awareness among them.

Nandini-S

Co-ordinator N.S.

Members present

Mr. N.R. Subramanya N.R.S.

Ms. Vijitha

Ms. Chitralekha C.