6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

# **INTERNAL COMPLAINT COMMITTEE (ICC)**

#### **Annual Report For Magazine 2022 – 2023**

# About Founder

The INTERNAL COMPLAINT COMMITTEE (ICC) is established in Bharati College, 2015 under the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations Act 2015. It comprises students (one student chosen democratically from each of the three years), a Presiding Officer, two or three faculty members, two or three non-teaching employees and one outside member from a nongovernmental organisation or association committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Executive Authority.

#### AIM

ICC, Bharati College deals with cases of sexual harassment of the students or employees in the college and provides mechanism of dispute redressal. It advocates the empowerment of women and has zero tolerance for any kind of sexual harassment. ICC diligently work towards providing a secure environment to students, teaching and non-teaching staff. Complaint boxes have been placed in the college premises.

# Vision

We envision a safe environment and protection against sexual harassment of women at Bharati College University of Delhi (Work Place) and for Redressal of complaints of sexual harassment and to ensure Prevention of Sexual Harrasment and to provide Healthy Environment for the Staff And Students of Bharati College.

## Mission

- 1. We commit ourselves to a zero-tolerance policy towards sexual harassment and reinforce our commitment to making our campus free from discrimination, harassment, retaliation or sexual assault at all levels. If a student, faculty member or non-faculty staff member faces any discomfort under the above-mentioned heads, he or she can directly approach the committee.
- 2. To provide safe workplace Of Our College staff. And safe Environment for Students of Our College.
- 3. To develop a zero tolrance policy against sexual harassment for women at Bharati College.
- 4. To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- 5. To uphold the commitment of the Institute to provide A Harassment free environment and to prevent Social, Verbal, Physical harassment.
- 6. Our **Aim** is to **Promote** a **Social** and **Psychological** environment to raise awareness on sexual harassment in its various forms.

- 7. Create a secure physical and social environment to deter any act of sexual harassment.
- 8. To evolve a permanent mechanism for the Prevention and Redressal of sexual harassment cases in Bharati College.

# **Events**

We conducted Several Events and Social Awwareness Programs for the Students and Staff to Edducate them regarding the Sexual Harrasment Act's. The few Event's are as follow.

#### 1. Conduct Elections For ICC to Select 1<sup>st</sup> Year Student Representative.

We conduct an online election on 20<sup>th</sup> Januarry 2023 to elect a 1<sup>st</sup> Year Student Representative for ICC as per the rules of ICC election guidelines. Ms Garima from Political Science Department has won the election and became a part of ICC as first year Representative.



# 2. Seminar For College Faculty and Staff.

Internal Complaints Committee, Bharati College organized a one-day sensitization session on 15<sup>th</sup> Feb 2023 in the Seminar Room separately for both the teaching and non-teaching staff. The session focused on how to handle the sexual harassment issues and complaints, a detailed overview of POSH Act 2013 and conduct to be followed by teaching and nonteaching staff members at Bharati premises. This session helps the learner understand his / her role in creating a safe and respectful workplace. With the help of everyday examples, the learner is guided through the subject from recognising sexual harassment for preventing and reporting incidents appropriately.

#### SIGNIFICANCE OF TRAINING

Sexual harassment prevention training are critical tools to ensure employees and supervisors understand proper professional conduct at work. Employees often do not understand which behaviours are considered improper in the workplace and it is important to provide them with harassment awareness training. It's also important that employees can easily access sexual harassment training online or on site to make certain sexual harassment awareness and prevention training is available and accessible to all employees.

**Benefits of training:** Discover how you can handle sexual harassment issues and complaints, Get a detailed overview of the 'The Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal)' or the POSH Act 2013, to learn the various duties of the employer / employee to curb harassment and to learn the redress mechanism to handle sexual harassment complaints.







# 3. Installation of Banner and Posters in College Premisses.

Mr Charanjit Singh

Ms Preeti vats

We Install Banner and Posters in College Premisses and our Student Representative also put the information regarding ICC on the Notice Boards to Spread awarrness among the Student's.



#### BHARATI COLLEGE UNIVERSITY OF DELHI Ph: 011-43273000

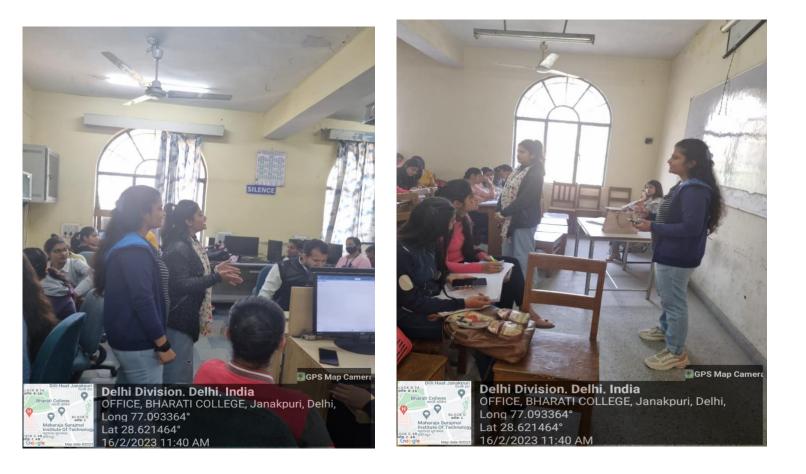
#### INTERNAL COMPLAINTS COMMITTEE (ICC) AGAINST SEXUAL HARASSMENT

| 1) Prof. Anupama Mahajan: Presiding Officer              | 9899909098 |
|--|------------|
| <ol> <li>DR Kalpana Kataria: Member Secretary</li> </ol> | 9910350850 |
| 3) DR Nitin Verma : Faculty Member                       | 9953668870 |
| 4) Ms. Bhawna Shivan: Faculty Member                     | 9958447538 |
| 5) Mr. Charanjit: Non-teaching staff representative      | 9716641981 |
| 6) Ms. Preeti Vats: Non-teaching staff representative    | 9968253588 |
| 7) Mr. Karan Balraj Mehta: External Member               |            |
| 8) Ms. Aarushi: Student's representative                 |            |
| 9) Ms. Laiba: Student's representative                   |            |
| 10) Ms. Aliza Arif: Student's representative             |            |
| ICC E-mail: iccbharati2021@gmail.com                     |            |



# 4. Sensitisation In Classes To Edducate Student's regarding ICC.

2<sup>nd</sup> and 3<sup>rd</sup> Year Representative of ICC conduct a sensitization Session for Student's of Bharati College To aware them about ICC and Sexual Harassment. They Edducate the students regarding What is ICC? What are type of Sexual Harrasment? and How they file the complaint in the ICC under the Posh Act If they feel Harressed in College Premisses.



# 5. Poster and Drawing Competition on Sexual Harassment at Work Place.

On the 7<sup>th</sup> November 2022 we organise a Poster Making and Drawing competition on the theme Sexual Harrassment Several students participate in this Competition. After that winners are announced by the committee members and they awarded by Cash Price with Certificate.





### 6. ICC Guidelines Booklet Distribution Drive.

We took the initiative to Distribute the Guideline Pamplets in our College Premisses among the Students Teaching and Non - Teaching Staff members to spread Awareness among them regarding ICC. We distribute these Pamplets In both Languages Hindi and English. So that Everyone get to know What is ICC and How does it work against Sexual Harrassment at Work Place and Institution.



- 1. In a meeting held on 3<sup>rd</sup> March 2022 Dr. Sakshi Mittal was opted as convenor Discipline Committee where in the case committee comprising three members were constituted and others were co-opted later on. As a result comprising of total nine members.
- 2. 9<sup>th</sup> March 2022 The list of current members were displayed outside Principal room and set of rules and regulations were framed.
- 3. Timely notices have been issued for the students to ensure discipline.
- 4. In the meeting held on 15<sup>th</sup> March 2022. The committee gave few recommendations (details attached)
- 5. The Discipline committee over the last one year has extended support to all the college level events enforcing all norms related to discipline successfully.
- 6. Prior to and during the NAAC visit in 2022 the discipline committee members were very actively involved in ensuring decorum and discipline and enforcing rules for students during the NAAC team visit and did a appreciable job.
- 7. Complaints whenever have been brought to the attention of the committee have been adroitly handled.

| BHARATI COLLEGE<br>(UNIVERSITY OF DELHI)<br>Ph.: 011-4327300, Fax: 43273040/3060<br><u>DISCIPLINE COMMITTEE</u> |  |  |
|---|--|--|
| 1. DR. SAKSHI MITTAL,<br>2. DR. SARITA KADIAN<br>3. DR. MITHILESH KUMAR<br>4. DR. NITIN KUMAR VERM              |  | 9811348178<br>9268967366<br>9891725157<br>9953668870 |

#### Report of Anti Ragging Committee (2021-2023)

Anti Ragging Committee comprises of seven members including ex-officio warden worked two years (September 2021-June 2023) and completed its term successfully.

Members of the Committee were:-

- 1. Dr. Deepti Srivastava (Convenor)
- 2. Dr. Rajni (Ex-Officio Warden)
- 3. Dr. Fatima Hussain
- 4. Dr. Hanish Pal
- 5. Dr. Mithilesh Jha
- 6. Dr. Bipul
- 7. Mr. Arif

The Committee undertook preventive and prohibitive anti ragging measures according to the rules laid down in Ordinance XV-C, University of Delhi. At the time of admission (1<sup>st</sup> year) and the beginning of the new academic session, every student has to give an undertaking pledging not to participate in any activity amounting to ragging.

Following the UGC guidelines and in compliance with University of Delhi norms, all the necessary actions were taken to make the college premise ragging free. Posters, pamphlets and notices to prevent ragging inside the campus including hostels were pasted. Trained student volunteers in Bharati premises and in the hostel were deployed to keep student's action on check regarding ragging.

Many awareness activities such as street plays and class to class visit were done during offline classes to create awareness and detailed knowledge of ragging. Hostel was kept under surveillance with the consultation of hostel president and meetings and regular updation were taken on regular basis to make the campus free for all.

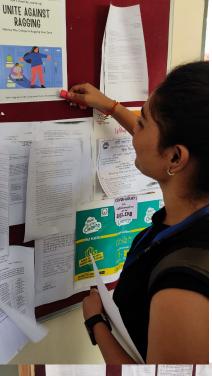
A special street play was organized to teach students about the triviality of ragging where students visited the whole college to seek the attention of the students and spreading awareness and importance of creating ragging free campus.

In order to prevent ragging, in the beginning of the academic session 2023-24, anti ragging week was celebrated in the college. Various competitions (based on creativity and awareness of the students) such as street play, poster and logo making were organized and participants were appreciated for their efforts and creativity.

Because of the awareness, committee did not receive any complaints of ragging in the campus as well as hostel. During the term, due to hard work and close check on ragging activities, the internal ambiance of the hostel and college were totally ragging free.

Dr. Deepti Srivastava Convenor, Anti Ragging (2021-2023)





UNIVERSITY OF DELHI



TIFICATE PROGRAMMES

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SAY NO TO RAGGING!



# Monitoring Committee of Bharati College: A Comprehensive Analysis of Internal Assessment and Attendance Policies In Academic Year 2022-2023

The Monitoring Committee of Bharati College, University of Delhi, has played a crucial role in overseeing the <u>internal assessment</u> processes and addressing various aspects related to student performance and attendance in the academic year 2022-2023. Comprising educators from diverse departments like Dr. Vibha Maurya, Dr. Bindu kohli, Dr. Bindia Trivedi, Dr. Anavisha Banerjee, Dr. Preeti, Dr. Meenakshi Gupta, Dr. Anubha Bhargava, Dr. Parveen , Dr. Madhuri Sharma, Dr. Aruna Jain, and Ms. Lajwanti, Mr. Nikhil and their team members from non-teaching oversee the data input every few months, to deliberate on matters concerning the assessment framework.

One of the primary responsibilities of the Monitoring Committee is to delve into the intricacies of internal assessment. This involves a comprehensive examination of the <u>divisions of marks</u>, such as those allocated for tests and attendance. By scrutinizing these components, the committee ensures a fair and transparent evaluation system that reflected the students overall academic performance. Through these meetings, committee members discuss and refine the assessment methodology to align it with the college's academic standards and University guidelines.

A significant focus of the committee is addressing issues faced by students in the upload of their assessment marks. This meticulous scrutiny aims to identify and rectify any <u>administrative hurdles or technical glitches</u> that might hinder the timely dissemination of students' internal assessment marks. By actively monitoring this process, the committee contributed to the efficient functioning of the college's academic ecosystem.

Attendance-related concerns form another critical facet of the committee. To maintain discipline and foster a culture of regular attendance, the committee established and enforced rules that encourage students to attend classes consistently. Additionally, it paid special attention to societal and sports attendance, recognizing the importance of these activities in the holistic development of students. The committee endeavors to strike a balance by allowing certain relaxations for students

actively participating in extracurricular activities.

Furthermore, the Monitoring Committee served as a platform for discussions on challenges faced by students in the internal assessment process. This included addressing grievances or misunderstandings, ensuring that the assessment procedures are not only academically sound but also studentfriendly. By fostering an open dialogue, the committee contributed to the overall improvement of the internal assessment system, promoting a conducive learning environment.

In essence, the Monitoring Committee of Bharati College played a pivotal role in upholding the integrity of the internal assessment system. Through regular meetings and thoughtful deliberations, it not only monitored the ongoing processes but also actively engaged itself in refining and optimizing the assessment framework for the benefit of the student community.

Regards Dr. Vibha Maurya Convener Monitoring Committee

#### JOURNAL (RESEARCH COMMITTEE)

The Research Post: An International Journal of Social Sciences and Humanities

https://theresearchpost.wordpress.com/

https://www.bharaticollege.du.ac.in/bc/du/arthavaan

https://www.bharaticollege.du.ac.in/bc/b/about

https://www.bharaticollege.du.ac.in/bc/du/research-project

10,10 16/11/2022

A meeting of the IBAC members was hild on 16th November at 11:00 Am to nomenale the IRAC coosdinator & lo enduce new member & to decide the witeria heads for the NAAC report.

Following members were three at the mercey

() Prof. Rekha Sapera (2) Put Anupama Mahajan (3) Put sauget sauta (1) De Rakue (5) De Prem (6) De Rajni (7) DR. Anwanjeta (8) De. Pivefa Shain

(9) De Pelpti

(10) DR - madua Gopal

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(12) Ne Einae (12) Me Einae (13) De Nazish Narsh Heek M thutes (12) Mc Bhave Kale Ru ale

It has been decidea that Dr. Rajni, commence dept Bharati College wille be one IBAC cooldinator It has been also decidea that following nembers welle be inducted in the IRAC muttee -(1102 Neutra, pe-Sonali Tain De Divya Sharma, commerce départment. (>) De Ankêt, Matrie départment

Cint 6/1/2022

(3) De Peepli Seivastowa, Pept De political cience (4) De Nazien & Mr. Kunar, Jownatism dept-(5) De Vandana radar, Economice department (6) De Bharra, English department

To subit the ARAR it was decided the the meeting that following members when head the 7 citeride for NAAC. These members where also have setter members to help them collect the date ARAR cooldinator where be prof sangit. Soita ARAR co-coldinator where be prof. Annyama Kanajan

Viteria I - De Deepti ceiteria 2 - Dr. Rakere & Dr. Vandana Chiteria 3 - De: Déveja Sharma Giteria 4 - De - Mala Rani vitera 5- pr: Anceaujita & Dr. · Prem, M& Bhawna 8 De Mazien Cliteria 6 - DR. Bharna Biteria 7 - Dr. Anupama Mahajan

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Bhanne 16/11/222

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A meeting of AQAR, a pub- committee of IQAC was held on 16th December 2022 at 11.00 an in the staff mom to do the reporting of progress regarding AQAR. for the year (2021 - 2022) The following members were present 1. Phofo SANGIT SARITA DWIVEDI SSQ 2. Dr. Kaji por-Jup In 3. Swati Bawa Sawtony 4. Suphi mosta 5. Dr. Stale Kaur Elley 6 Dr Antik Guph Actent Kn ble 7. Mr. Bhourse Kale Madha v Gopal S Dr. MADHAN GORAL 9. De Priyambada pahi 10 Midhilish Mishra Pahi Mighilish 16/12/2022 1. Dr. Rashmi Kymari 11. Dr. Rashmi Kymari 12. Jr. J. Rashmi Kymari 13. Dr. Anupeuna Mahapin 13. Dr. Bhama Suivant Chileria heads 1, 2, 5, 6,7 welle present medice. in the meeting It has been decided that all the data will be provided by the departmental heads & criteria heads by 18th Dec.22

A meet of the 10 AC committee was held on 9/1/23 at I am in the somether room, The follow of members were present for the meeting Agoida: five year plans and any other others heathers. Dr. Rayn Dr. Dupi Pr. Premk. singh 1. Dupu Sa 2. Rip 0/1/23 3. Anjota 9.1.23 Dr. Annanjila Hadhwa Do Kamini Bhutani 4. Adhav bopel Vandana Modhav bopel 9-12023 911123 Nariel Here Kun Pahalu 09/05/23 5. Dr. Vandana Yadar 6. Dr. Madhav Gopal 7. Do. Nazish Here Khan 8. Dr. Rabhi Jain 9. thef. SANGITSARITA DWIVEDI 10 250A) Kund-Annel glol/23 KUNAL ANAND Dr. Ankik Gupt Atal empt /9/1/23 12 Jule 2 Mala Rami 13. Sham? )η. Dr Bharna Shevan Phinn 12. PARMANAMD SINSH 16 PREETI VATS

The IOAC committee discussed the fine year plans. > As per the suggestion by NAAC, the committee decided to focus more on research and project work, for his activities has to be planned at least once in every three monthy. Members were of the view that it should be inter-disciplinary.

I The IOAC coordinator would contact the Alumini committee I and ask them to get their committee registered on soon as perible. Alumi committee would be requested to hold alumini services every months on department basis. As it was found out that our alumini are holding

Very prengious pesition in different field.

> faculties would be encouraged to file patents in their respective area. for this research would be asked to hold coorked & servion for the same.

+ Green avdit and every should be conducted every year by the college.

> The college with the aim of achieving zero waste zone statue for the college premises. Mous with the different NGO & Agencies will be signed by the college.

> The college plan to improve the public addressing system (Information management system).

> In the beginning of academic year every department is expected to submit academic year plan with the IOAC committee.

> The college will work toward collaborating with reputed institute of higher learning a

| ゥ | Teachers | are of  | will | be | mandated | to fill | Their |
|---|----------|---------|------|----|----------|---------|-------|
|   |          | a every |      |    |          |         |       |

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Seulen

HA P Pa Dr. Dr Or Dr. Madher Greph Dr. Nozish Here Dr Prem Kumani Singh LADWANT LNOKA KANT MEGINA KUMAL ANAND 1. The newburs points -0 The IRAC committee discussed the following ment He newburg suggested that a dedicated room is required for the furthing of the 10AC profess abby is the old burleding. Therefore a proper infrastructure should be provided 2013 at 1: 20pm in the Commuter from following members It was suggested by the persons that each department tes to busit descon their for the year 2022-2023 and a ressay should be defaulated about the same. Anuralita PREETI VATS Bhouma Shistan 4 amini Bhyton Mala Rani Depth Somula havi pulph Nodhus Klan wine parser 1 Medkelley f Symuth Mirill's Rul Narist Here Kutes Mann 1 02 3 min 725

The committee received a request from 3. Prof. Sargit Sarita Durivedi where she has mentioned that she wants to leave the committee owing to some persond reason. If The Committee deliberated on her exequent I it was decided to ask here to continue. All the subrission of the ADAK report of the present year. An FPP in collaboration with Harry 4, College under PMMMMMTT scheme is for be feld from 10th yearch to 16th Herch 2023 in the College. The ADAR Committee reported that the report is complete & ready to be Submitted for the year 2021-2022. 5. The fine period of the Greeno tech population is over & the committee decided not to a continue with it any further based on the complaints of the library & adams. 6. The members unanimously decided that the MGRM System will not be renewed after its term gets over (28th suggest 2023) 7. It was also decided to derive aback up plen for seplacing it with a new and a more convinient system. The college fas signed an Mou with the IPCA for Polid waste Margement. 8. Its insugration will Lepper on J4th February 202

A meeting of the IQAC members was held in the Committee Room at 12.00 noon on 21st March, 2023. The following members were present.

1. Prof Salori gupta 2. Dr. Rajni Saraha S. Dr. Rahhi Jain Shar 4. Dr. Bharma Shavan Dotopu . La 5. Do. Nazish Hera Khan Name Ha 6. KUNAL ANAND Ku-1 Annel 21/03/2023 7 Ankie Gupta Aperluph/21/3/23 8. Dr. Annanjite Wadhur Amile 21.3.23 9. Dr. Kamini Bhuton Hunti 21/3/23 M Kunt 21/3/23 Modbaloop D. Dr. MADNAY GOPAL alyni 11. 1801. Augana Mahajan 12. Mala Rani Jer Pip 3. Do Prem Kumern Singh - Jule Ah 14. Mr. Bharna kale

The IDAC discussed the following during the meeting;

(1). The Principal, Prof. Saloni gupta, informed the conneither members that as per the constitution, the tenure of membership in IQAC is 2 years and the tenure of the convener is 2-3 years. Hence, the following members will be replaced by new members as they have alread completed their terure : i). Dr. Kamini Bhutani II). Prof. Anupama Makejan iii) br. Mala Rari N) Dr. Prem Kunary Sigh 1) Dr. Rakhi Jain

VI) Dr. Ameranjela Wadhwa 2) It was decided that the following staff members would be requested to become new members of the IQAC: (i) Dr. Deepti (Polsc) (ii) Ms. Monika Anya (Commerce) (iii) Dr. Shilpie (Commerce) (iv) Prof. Manjue (Hindi) (V) Dr. Levin (History) (Vi) Dr. Aateka Khan (English) (vii) Dr. Arura Jain (Computer) (vij) Dr. Sarita Pathak (Music) (ix) Dr. Asha Tiwari (Sanskir) (x) Dr. Nishtha (Commerce) The members who accept the proposal would form an whats App group with the other members and hold meetings every month.

Page No

3) The Principal also proposed the formation of an Exkide group inducting a few members from the gaberp of outgoing members. These members would form the Advisory Board and give their inputs to the new incumbents. The fellowing members would form the Advisory Board: (1) Dr. Armanjila Wadhawan. (i) Dr. Kamini Bhutani (i) Prof. Ampana Mahajan. (iv) Dr. Mala Ramí (V) Dr. Rakhi Jain (vi) Dr. Prem kumære Singh

(4) The committee also discussed the issue related to the nomenclature, functioning and the legal mandales relating to the Minority cell committee.

Page Nr L Date

1 21/3/2023

It was observed that further clarification should be sought on all these courts. In the meantime the Principal suggested that the minority cell/ convicture may work out the modalities | matrices to ensure participation by members belonging to minority comminities in various management related activity of the callege .

Dr. Mala Rani proposed a Short-Term Course in Tax & Accounts Professional coffered by Taxmann. The IQAC accepted the proposal,

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| A<br>Cor<br>Jh | meeting of IQAC<br>nmittee Room at<br>e followilig members | members was held in - the<br>12 noon on 1st May, 2023.<br>were present: |
|----------------|--|---|
| 1.             | I dane Lupli   | Slav  |
| 2 ·            | Dr Raym  | 1 pp  |
| 3.             | Nislitha   | His hellia  |
|                | Monika Anga  |   |
| 5.             | LEVIN NR   | deni.   |
|                | Dr. Ricep' Salu"   | Elevalor  |
|                | Dr. Arana Jain   |   |
|                | DR. SARITIN PRTHAK   |   |
|                | Proj Manju Sharuna   | All she   |
|                | Seema  | Seel  |
|                |  | 302TIT dare   |
|                | DR. ASMA JIWARI  | January 1703 1/05/023   |
|                | charanjet singly   | Charles (15) (15) 2123  |
| 13             | Deepth Srivesta  | 202111 dar<br>Dury 115703<br>√ Jup 2 1/05/23                            |

The new external committee member as suggested for the IQAC under different head shall be as follows; Management- Chairperson of Bharati College One member from the Management- Mr. Alok Member (GB representative) Academician/University- Dr. Vikas Gupta Prof. Namita Rajput Senior Administrative officer- Ms. Lajwanti, Mr. Parmanand Singh, Mr. Indra.Kant.Mishra Local NGO- IPCA, Ms. Radha Ashirvad Foundation- Mr. R.C.Shukla

L Date

A meeting of the IOAC was held on 7, May 2013 at llam in the principal office to report the AWAR for 2021-22 The following members were present in the meeting. Prof. Rajon John John 4. Dr. Asha Tiwan monental 5 Dr. Sanita Pathake AL J c. Mr. Parmanand singh - Physical 715/2023 The committee represented the college AWAR report for the year 2021-22 to the chairperson governing body of the college. The report is found to be Satisfactory. Omenselier Fostors Int Shin 75 2023 3-1/ (5/2)

