

# MINUTES OF MEETING

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## NOTICE

The meeting of the B.Pharm Name of committee Internal Complaint Committee will be held on Tuesday Date 14/07/2020 at 11 a.m./pm in the Conference/Board room/ principal's cabin of YSPM'S Vasantidevi Patil Institute of Pharmacy, Kodoli, Tal. Panhala, Dist. Kolhapur -416 114, M.H.

### AGENDA

1. Confirmation of the minutes of the meeting held on 11/07/2020,
  2. Matters arising out of the minutes,
  3. First meeting of women's Grievance Redressal cell
  4. Confirmation of UGC guideline in women Grievance Redressal cell in Institute
  5. ....
  6. Confirmation of the minutes of last meeting held on.....
  7. Any other Matter with the permission of Chair
  8. Conduct the online webinar.
- Date: 13/07/2020

Bella  
COMMITTEE IN CHARGE  
(Ms. Pooornima S. Sankpal)



P. Patil  
PRINCIPAL  
Principal  
Vasantidevi Patil Institute of Pharmacy  
Kodoli, Tal. Panhala, Dist. Kolhapur

Draft of the Minutes of the meeting of the Internal Complaint Committee held on Tuesday day, 14/07/2020 at 11 a.m./ pm in the conference/board room/ principal's cabin of YSPM'S Vasantidevi Patil Institute of Pharmacy, Kodoli, Tal. Panhala, Dist. Kolhapur -416 114, M.H.

The following members were present

No.	Name	Signature
1)	Ms. Pooornima S. Sankpal	<u>Bella</u>
2)	Ms. Supriya C. Patil	<u>Supriya</u>
3)	Ms. Kavita A. Nangare	<u>Kavita</u>
4)	Ms. Pramila D. Patil	<u>Pramila</u>
5)	Ms. Anuja M. Deshmukh	<u>Anuja</u>
6)	Ms. Geeta A. Shelar	<u>Geeta</u>
7)	Dr. Santosh A. Puyghan	<u>Santosh</u>
8)	Ms. Vaishali R. Pawar	<u>Vaishali</u>

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At the outset the Vasantikui P.H.D. Institute of Pharmacy Welcomed all the members and expressed Internal Complaint Committee.

Thereafter the following items on the agenda were taken up for discussion.

### 1. ACTION TAKEN REPORT (ATR) OF THE AGENDA DISCUSSED IN THE MINUTES OF THE MEETING HELD ON

#### Item No. 1:

To read and discuss the minutes of the pre-veed meeting of the Women's Grievance Committee held on date. The members un-animously confirmed the minutes.

#### Item No.2:

To discuss Regarding matter of grievance complaint it was found by the members that

#### Item No 3:

A sing. grievance has been brough to the Notice of the committee during the session so the redressal is Nil. In read

#### Item No. 4:

To discuss about 1<sup>st</sup> meeting of the women grievance redressal cell of the college with its newly constituted members for the academic year 2020-2021 under the chair person of S.A. Payghan sir

#### Item No.5:

Discussing of committee members other than Institute like lawyer J. N.A.

#### Item No 6:

Discussing about the composition, objective, policy rules & regulations of the committee.

Item No. 7: - It was decided to arranging online webinar by using the Zoom platform under the ICC Committee only for girls - The topic was decided 'Awareness on Female Reproductive health' and decided day and date.



CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON

The minutes of the meeting held on 14-07-2020 was confirmed with following corrections.

Item No. 1:

To read and confirmed the minutes of the previous meeting of the women's grievance committee held on Date -

Item No.2:

To confirm Regarding matter of grievance complaint it was found by the members that not a single ~~part~~ grievance has been brought to the Notice of the

Item No.3:

Committee during the Academic 2019-2020 So the redressal is Nil.

Item No. 4:3:

To confirm newly constituted member in Academic year 2020-2021

Item No.5:4:

To confirm Committee member other than Institute like a lawyer and an NGO.

Item No 6:5:

Final Confirmation of ICC Committee composition and objectives, rules and regulation of the committee. Item No - 07 - The point was confirmed the 05<sup>th</sup> September, 2020.

3. MATTERS ARISING OUT OF THE MINUTES:

Item No. 1:

Discuss about the rules and regulation of Committee.

## Item No. 2:

Regarding measures, massage, taken for  
prevention and prohibition of  
sexual harassment of the girls student.  
It was decided by the members.

## Item No 3:

The committee should organize  
programmes & committee for the benefit  
of all members of the college of sexual  
harassment & awareness of women health.

## Item No. 4:

Discussed about attendance of Staff & Student  
during webinar session.

## Item No.5:

Discussed about the how to sending the invitation  
& appreciation letter.

## Item No 6:

Discussed about the people from & feedback.

## 4. ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR :

- before meeting ended:  
Programme time finalized the  
micro schedule.
- No. matter arises the  
meeting was ended by Vote of thanks  
by Ms. Supriya C. Patil.
- About webinar Budget -  
To finalized the budget to prepare the  
files for online webinar.

The meeting ended with a Vote of thanks to the Chair. The next meeting of the  
committee will be held on 19-12-2020 at 11 a.m./ p.m. in the  
conference room/ principal's cabin of YSPMS Vasantidevi Patil Institute  
Pharmacy, Kodoli, Tal. Panhala, Dist. Kolhapur-416 114, M.H.

Patil  
COMMITTEE IN CHARGE  
(Ms. Pooonima Santopal).

Patil  
PRINCIPAL  
Vasantidevi Patil Institute of Pharmacy  
Kodoli, Tal. Panhala, Dist. Kolhapur



# MINUTES OF MEETING

## NOTICE

The meeting of the B.Pharm Name of committee Internal Complaint Committee will be held on Saturday. Date 19-12-2020 at 11 a.m./pm in the Conference/Board room/principal's cabin of YSPM'S Vasantidevi Patil Institute of Pharmacy, Kodoli, Tal. Panhala, Dist. Kolhapur -416 114, M.H.

### AGENDA

1. Confirmation of the minutes of the meeting held on 17-12-2020,
2. Matters arising out of the minutes,
3. Conduct the online webinar
4. Inviting the guest speaker
5. webinar based on probe solves
6. Re-constitution of committee
7. Any other Matter with the permission of Chair

Date: 18-12-2020

COMMITTEE IN CHARGE

Ms. S.C. Patil

PRINCIPAL  
Principal

Vasantidevi Patil Institute of Pharmacy  
Kodoli, Tal. Panhala, Dist. Kolhapur

Draft of the Minutes of the meeting of the Internal Complaint Committee held on Saturday day, 19-12-2020 at 11 a.m./pm in the conference/board room/principal's cabin of cabin of YSPM'S Vasantidevi Patil Institute of Pharmacy, Kodoli, Tal. Panhala, Dist. Kolhapur -416 114, M.H.

The following members were present

No.	Name	Signature
1)	Ms. Supriya C. Patil	<u>[Signature]</u>
2)	Ms. Tejashri V. Kamble	<u>[Signature]</u>
3)	Ms. Kavita A. Nangare	<u>[Signature]</u>
4)	Ms. Vaishali R. Pawar	<u>[Signature]</u>
5)	Ms. Pramila D. Patil	<u>[Signature]</u>
6)	Ms. Anuja M. Deshmukh	<u>[Signature]</u>
7)	Ms. Geeta A. Shelke	<u>[Signature]</u>
8)	Dr. Santosh A. Payghan	<u>[Signature]</u>
9)	Ms. Anantika A. Kadam	
10)	Ms. Sakshi	

At the outset the Vasantidevi Patil Institute of Pharmacy Welcomed all the members and expressed Internal Complaint Committee

Thereafter the following items on the agenda were taken up for discussion.

### 1. ACTION TAKEN REPORT (ATR) OF THE AGENDA DISCUSSED IN THE MINUTES OF THE MEETING HELD ON .....

#### Item No. 1:

Discussed about the Review about the last meeting held at board room and Re-constitution of ICC committee. The propose of reconstitution the Committee Incharge due to ~~the~~ appointing a New ICC committee Incharge & Member. Appointing Committee Incharge as S.C. Patil and Member T.V. Kamble more

#### Item No.2:

It was decided to arranging one online webinar by using the zoom platform under the student ICC (Women Anti-harassment Committee)

#### Item No 3:

It was decided and finalized the speaker for deliver the lecture by using online plat form

#### Item No. 4:

It was decided that the topic cover the webinar like Awareness Programme on "Prevention of Sexual Harassment of Women"

#### Item No.5:

It was decided that how to stop or minimize Sexual Harassment of women

#### Item No 6:

It was decided that day to date webinar & discussed about the micro schedule.

CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON

The minutes of the meeting held on 19-12-2020 was confirmed with following corrections.

Item No. 1:

Confirmation about last meeting report and guest lecture report.  
Confirmation of Re-Constitution of Student J.C.C. committee ~~Council~~ about this composition.

Item No.2:

The point was confirmed with the asst. Anging for online webinar using zoom platform.

Item No 3:

The point was to be confirmed that Dr. Ms. Anuja Deshmukh finalized as a speaker.

Item No. 4:

The point was to be confirmed the topic of to be cover about different acts, laws to prevent women sexual harassment.

Item No.5:

The point was to be confirmed the increasing sexual harassment awareness as well as ~~also~~ <sup>control</sup> different punishment regarding sexual harassment.

Item No 6:

The point was confirmed the 12-12-2020 to decided webinar & confirm the micro schedule.

3. MATTERS ARISING OUT OF THE MINUTES:

Item No. 1:

Discussed about rules & regulations and diff<sup>n</sup> duties of committee,  
Discussed about attendance of staff of student during session.

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Item No.2:

Discussed about the had to sending the  
Invitation & appreciation letter.

Item No 3:

Discussed about the google form of feedback.

Item No. 4:

Submit the report of attendance  
during webinar.

Item No.5:

Discussed about student response during  
session.

Item No 6:

Prepared the report of webinar.

4. ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR :

- Before meeting ended because Programme  
had finalized the micro schedule.
- No matter raised during  
was ended by vote of thanks by Ms. Supriya C.  
Patil.
- Making flyer :-  
Finalize the design of flyer & circular in  
different group of classes.

The meeting ended with a Vote of thanks to the Chair. The next meeting of the  
committee will be held on Tuesday, 25-10-2021 at 03:00 p.m. in the  
conference room/ principal's cabin of YSPMS Vasantidevi Patil Institute of  
Pharmacy, Kodoli, Tal. Panhala, Dist. Kolhapur-416 114, M.H.

COMMITTEE IN CHARGE

Ms. S. C. Patil

PRINCIPAL

Vasantidevi Patil Institute of Pharmacy  
Kodoli, Tal. Panhala, Dist. Kolhapur