



INTERNAL COMPLAINT COMMITTEE
SWAMI VIVEKANAND SUBHARTI UNIVERSITY
SUBHARTIPURAM, N.H.-58, DELHI-HARIDWAR-MEERUT BYPASS ROAD, MEERUT-250005



Ref. No.: SVSU//ICC/2025

Date: 20/12/2025

Notice

All members of the Internal Complaints Committee (ICC) are hereby informed that a meeting of the Committee will be held as per the schedule given below:

Date: December 24, 2025

Venue: ICC Office , SVSU

Time: 02.00 PM onwards

Agenda of the Meeting

Agenda: 1	Confirmation of the Minutes of the previous ICC meeting held on 08 August 2024 and approval of the Action Taken Report (ATR).
Agenda: 2	Review of the Annual Report of the ICC for the Academic Session 2024–2025.
Agenda: 3	Creating awareness among women employees and students about the role and functions of the Internal Committee and organizing seminars and awareness sessions on the Prevention of Sexual Harassment at the Workplace.
Agenda:4	Renaming of the Internal Complaints Committee.
Agenda:5	Any other agenda item with the permission of the Chair.

All committee members are requested to attend the meeting as scheduled.

Dr. Renu Mavi
Presiding Officer
SVSU, Meerut



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Ref. No.: SVSU/ICC/2025

Date- 28/12/2025

Minutes of the Internal Complaints Committee (ICC) Meeting held on 24 December 2025.

A meeting of the Internal Complaints Committee (ICC) was held on 24 December 2025 from 2:00 p.m. onwards at the ICC Office, SVSU. The following members were present:

S. No.	Name	Designation
1.	Prof.(Dr.) Renu Mavi	Presiding Officer
2.	Dr. Syed Zafar Hussain	Member
3.	Dr. Sangeeta Dayal	Member
4.	Mrs. Madhuri A	Member
5.	Ms. Renu Chaudhary	Member
6.	Ms. Anita Rana	Member
7.	Ms. Mehrukh Iffat	Member
8.	Mr. Akshdeep Kaur	Member
9.	Ms. Mitanshi	Member
10.	Mr. Parag Gupta	Member

The meeting commenced with a welcome address by the Presiding Officer, following which the following agenda items were discussed:

Agenda: 1	To confirm the Minutes of the previous ICC meeting held on 28 August 2025 and approve the corresponding Action Taken Report (ATR).
Discussion	The Presiding Officer read out the key highlights of the Minutes of the Meeting held on 28/08/25, together with the Action Taken Report.
Resolution	All members concurred with the same.
Agenda: 2	To discuss the Annual Report of the ICC for the Academic Session 2025–2026.
Discussion	All members discussed the preparation of the same after March 2026.
Resolution	All members concurred with the same.
Agenda: 3	To enhance awareness of the role and functions of the Internal Committee among women employees and students, and to conduct seminars and awareness programmes on the Prevention of Sexual Harassment at the Workplace.



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Discussion	Mrs. Madhuri A. informed the members that greater efforts are required to enhance awareness of the POSH Act and the role of the Internal Complaints Committee, thereby sensitizing individuals of all genders. The members unanimously agreed that regular workshops and seminars should be organized to promote awareness regarding the prevention of sexual harassment in the workplace.
Resolution	It was resolved that the ICC shall organize a Seminar/Awareness Programme on the Prevention of Sexual Harassment at the Workplace in February 2026. The members further agreed that awareness and sensitization efforts should be undertaken for students and all employees of the University, including teaching and non-teaching staff, regarding the prevention of sexual harassment.
Agenda: 4	To deliberate on the renaming of the Internal Complaints Committee.
Discussion	The Presiding Officer informed the members of the amendment in nomenclature from Internal Complaints Committee to Internal Committee, as prescribed under The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and notified in the Official Gazette. She further highlighted that the Internal Committee is a statutory body constituted to address complaints relating specifically to the sexual harassment of women in the workplace, in accordance with the provisions of the Act and the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015.
Resolution	In accordance with the amendment, it was resolved that the Internal Complaints Committee shall henceforth be formally referred to as the Internal Committee (IC). A request in this regard was forwarded to the Registrar's Office for necessary action and further proceedings.
Agenda: 5	Any other agenda item with the permission of the Chair.
Discussion	No other agenda items were taken up for discussion, and the meeting concluded with a vote of thanks to the Chair.

Dr. Renu Mavi
Presiding Officer
SVSU, Meerut



Date-17.02.2026

ACTION TAKEN REPORT

Agenda Item	Action Required	Responsible Department/Person
Confirmation of the Minutes of the previous ICC meeting held on 28 August 2025 and approval of the Action Taken Report (ATR).	No Action Required	-
To deliberate on the Annual Report of the ICC for the Academic Session 2025–2026.	Additional awareness programmes are required to be conducted through both online and offline modes.	Presiding Officer, ICC
To enhance awareness among women employees and students regarding the role and functions of the Internal Committee and to conduct seminars and awareness programmes on the Prevention of Sexual Harassment at the Workplace.	A Seminar/Awareness Programme on the Prevention of Sexual Harassment at the Workplace needs to be organized to sensitize students and all employees of the University, including both teaching and non-teaching staff.	Presiding Officer, ICC
Follow up on updating ICC-related information on the university website.	ICC-related information on the university website should be reviewed and updated regularly.	Members of ICC
Renaming of the Internal Complaints Committee	The amendment in terminology from Internal Complaints Committee to Internal Committee, in accordance with The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and as notified in the Official Gazette, is required.	Registrar, SVSU

Dr. Renu Mavi
Presiding Officer
SVSU, Meerut



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Ref. No.: SVSU/2025/ICC

Date: 18/08/2025

Notice

All the members of the Internal Complaints Committee (ICC) are hereby informed that the meeting of the Committee will be held as per the given Schedule:

Date: August 26, 2025

Venue: Conference Hall, Subharti Law College

Time: 02.00 PM onwards

Agenda of the Meeting

Agenda: 1	To confirm the Minutes of the previous ICC meeting along with Approval of ATR ICC meeting held on 08 August 2024.
Agenda: 2	To discuss on Annual Report of ICC for last Academic Session (2024-2025).
Agenda: 3	To conduct activities for creating awareness about the role of Internal Committee for women employees and students and organize seminar/awareness session on Prevention of Sexual Harassment at Workplace.
Agenda: 4	Follow up on updating Information regarding ICC on University website.
Agenda:5	To Renaming of the Internal Complaints Committee.
Agenda:6	Any other agenda items with the permission of the Chair.

All committee members are advised to attend the meeting as per schedule.

Dr. Reena Bishnoi
Presiding officer



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Ref. No.: SVSU/2025/ICC

Date: 27/08/2025

Minutes of Internal Complaints Committee Meeting held on August 26, 2025

An Internal Complaints Committee Members meeting was held on 26th August 2025 from 2:00 pm onwards at the Conference Hall, Subharti Law College. The agenda for the meeting was planning of activities to be conducted under the aegis of the Internal Complaints Committee (ICC), SVSU, for the academic session 2025–26. The meeting call notice was circulated in advance through the official Internal Complaints Committee WhatsApp group.

The following members were present in the meeting:

S. No.	Name	Designation
1.	Prof.(Dr.) Reena Bishnoi	Presiding Officer
2.	Madhuri A	Member
3.	Ms. Sanju Solanki, Nursing Superintendent	Member
4.	Ms. Renu Chaudhary, Senior Warden (GH)	Member
5.	Ms. Manpreet, Section Officer (GH)	Member
6.	Mr. Harshwardhan Kaushik, A.O.-I	Member
7.	Mr. Brahampal Singh, Asst. Registrar	Member

The following members could not attend the meeting:

Mr. Sayed Zaffar Hussain, Registrar (O&O), Dr. Shubhangi Gupta, Associate Professor-SMC

Dr. Sangeeta Dayal, Professor-FOS, Ms. Anita Rana, Director-NGO Ms. Nisha Singh, Ph.D.

Scholar, Dr. Konpal Agrawal, MD, Ms. Muskan Sharma, BFA (Painting)

Meeting started with welcome address by Presiding officer and the following agenda were discussed in the meeting:

Agenda: 1	To confirm the Minutes of the previous ICC meeting along with Approval of ATR ICC meeting held on 08 August 2024.
Discussion	The Presiding Officer read out the salient points from the Minutes of the Meeting held on 08/08/24 along with the Action Taken Report.
Resolution	All members present took note of the same.
Agenda: 2	To discuss on Annual Report of ICC for last Academic Session (2024-2025).
Discussion	The Presiding Officer presented the annual report of last academic session (2024-2025) and discussed the increase in complaints. Mr. Harshwardhan



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	<p>Kaushik, Mrs. Sanju Solanki and Mr. Brhampal Singh were of the opinion that this was the outcome of the awareness programs conducted by the ICC.</p>
Resolution	<p>All members present in the meeting decided that ICC will organize the more awareness program through online and offline mode.</p>
Agenda: 3	<p>To conduct activities for creating awareness about the role of Internal Committee for women employees and students and organize seminar/awareness session on Prevention of Sexual Harassment at Workplace.</p>
Discussion	<p>Mrs. Renu Chaudhary informed the members that more initiatives are needed to raise awareness about the POSH Act and the role of the Internal Complaints Committee, in order to sensitize individuals of all genders. All members present in the meeting agreed that regular workshops and seminars should be conducted to promote awareness about the prevention of sexual harassment in the workplace.</p>
Resolution	<p>It was resolved that ICC will organize Seminar/Awareness Program on Prevention of Sexual Harassment at Workplace in the month of September. All the members are agreeing that we should sensitize the students and all the employees both teaching and non teaching staff of the university about the prevention of sexual harassment.</p>
Agenda: 4	<p>To Follow up on updating Information regarding ICC on University website.</p>
Discussion	<p>It was discussed in the meeting that it is responsibility of every member of ICC that they regularly check the updating information regarding ICC on university website. Every member should first identify the specific page where the ICC information is located and verify the current details for accuracy. If any correction required then inform the Presiding officer and she will contact the appropriate university department or individual responsible for website content to request the update.</p>
Resolution	<p>It was resolved that ICC members will regularly review and update the committee's information to ensure accuracy and transparency. This includes verifying the most recent update date or academic year, confirming that the listed members, their contact details, and responsibilities are accurate, and ensuring that the procedures for filing a complaint, along with the grievance redressal mechanisms, are clearly explained.</p>
Agenda: 5	<p>To Renaming of the Internal Complaints Committee.</p>
Discussion	<p>Dr. Reena Bishnoi informed the committee members about the amendment in terminology from Internal Complaints Committee to Internal Committee, as per The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and as notified in the</p>



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	official Gazette. She further emphasized that the Internal Committee is a statutory body constituted to address complaints specifically related to sexual harassment of women in the workplace, in accordance with the provisions of the Act and in alignment with the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015.
Resolution	In accordance with the amendment, it is resolved that the “Internal Complaints Committee” shall henceforth be formally referred to as the Internal Committee (IC).
Agenda: 6	Any other agenda items with the permission of the Chair.
Discussion	No other agenda items were discussed during the meeting, and it concluded with a vote of thanks to the Chair.

Dr. Reena Bishnoi
Presiding officer



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Date-10.09.2025

ACTON TAKEN REPORT

Agenda Item	Action Required	Responsible Department/Person
To confirm the Minutes of the previous ICC meeting along with Approval of ATR ICC meeting held on 08 August 2024.	No Action Required	-
To discuss on Annual Report of ICC for last Academic Session (2024-2025).	More awareness program through online and offline mode required.	Presiding Officer, ICC
To conduct activities for creating awareness about the role of Internal Committee for women employees and students and organize seminar/awareness session on Prevention of Sexual Harassment at Workplace.	Seminar/Awareness Program on Prevention of Sexual Harassment at Workplace to sensitize the students and all the employees both teaching and non teaching staff required to be organized.	Presiding Officer, ICC
To Follow up on updating Information regarding ICC on University website.	Information regarding ICC on university website required to be regularly checked.	Members of ICC
To Renaming of the Internal Complaints Committee	Amendment in terminology from Internal Complaints Committee to Internal Committee, as per The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and as notified in the official Gazette is required.	Registrar, SVSU


Dr. Reena Bishnoi
Presiding Officer, ICC, SVSU