



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

Ref. No.: SVSU/2023/ICC

01/08/23

### Notice

All the members of Internal Complaint Committee (ICC) are requested to attend a meeting on 7<sup>th</sup> August, 2023 at 2.00 pm in the office of Presiding officer of ICC, SVSU.

### Agenda

1. To conduct activities for creating awareness about the role of Internal Complaint Committee and harassment of women employee and students.
2. To sensitize Employees and students about the POSH ACT, 2013 through Awareness E-Quiz & video.
3. To Follow up on updating of Information regarding ICC on the university website and display boards.
4. To organize workshops, seminars, Awareness Talk.
5. Any other agenda items with the permission of the Chair.

**Dr. Reena Bishnoi**  
Presiding officer

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SUBHARTI PURAM, N.H.-58, DELHI-HARIDWAR-MEERUT BYPASS ROAD,  
MEERUT-250005**

Ref. No.: SVSU/2023/ICC

Date: 10/08/2023

**Minutes of ICC Meeting held on August 07, 2023**

An ICC members meeting was held on 07th August 2023 from 2:00 pm onwards at the office of Presiding officer of ICC, SVSU. The agenda for the meeting was planning of activities to be held under the aegis of ICC, SVSU for this session 2023-24. The call notice for the above-mentioned meeting was circulated through the WhatsApp group.

The following members were present in the meeting:

S. No.	Name	Designation
1.	Prof.(Dr.) Reena Bishnoi	Presiding Officer
2.	Mr. Sayed Zaffar Hussain, Registrar (O&O)	Member
3.	Dr. Shubhangi Gupta, Associate Professor-SMC	Member
4.	Dr. Sangeeta Dayal, Professor-FOS	Member
5.	Ms. Sanju Solanki, Nursing Superintendent	Member
6.	Ms. Renu Chaudhary, Senior Warden (GH)	Member
7.	Ms. Manpreet, Section Officer (GH)	Member
8.	Ms. Anita Rana, Director-NGO	Member
9.	Ms. Nisha Singh, Ph.D. Scholar	Member
10.	Mr. Harshwardhan Kaushik, A.O.-I	Member
11.	Mr. Brahampal Singh, Asst.Registrar	Member

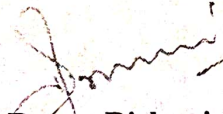
**\*The following members could not attend the meeting:**

1. Dr. Priya Devi, MD (Naturopathy), Member
2. Ms. Muskan Sharma, BFA (Painting), Member

The following agenda were discussed in the meeting:

<b>Agenda: 1</b>	<b>To conduct activities for creating awareness about the role of Internal Complaint Committee and harrasement of women employee and students.</b>
<b>Discussion</b>	The Presiding Officer – ICC informed the members as observed that more activities are required to creating awareness about the POSH, Act and the role of Internal Complaint Committee. Mrs. Anita Rana suggested that we should start awareness sessions to sensitize teaching, non teaching staff and students of all the genders at least once a year. Mrs. Renu Chaudhary was of the opinion that awareness session should also be held in the hostels. Ms. Nisha Rana suggested that we should sensitize the first year students about the prevention of sexual harassment.
<b>Agenda: 2</b>	<b>To sensitize Employees and students about the POSH ACT, 2013 through Awareness E-Quiz &amp; video.</b>

<b>Discussion</b>	The Presiding Officer – ICC proposed that we have to conduct awareness E-Quiz to sensitize the students and employees about the POSH, ACT, 2013. Dr. Shubhangi Gupta suggested that we should show short films and video to the students and employee. Dr. Sangeeta Dayal and Mrs. Manpreet also discussed the same point.
<b>Resolution</b>	It was resolved that an online Awareness E-Quiz & video be used for creating awareness among all the employees and students.
<b>Agenda: 3</b>	<b>Follow up on updating of Information regarding ICC on the university website and display boards.</b>
<b>Discussion</b>	The Presiding Officer – ICC suggested that every member should Follow up on updating of Information regarding ICC on the university website and display boards in prominent place in the university.
<b>Resolution</b>	It was resolved that every member will follow up on updating of Information regarding ICC on the university website and display boards in prominent place in the university.
<b>Agenda: 4</b>	<b>To organize workshops, seminars, Awareness Talk.</b>
<b>Discussion</b>	Every Member was of the opinion that we should organize workshops, seminars, Awareness Talk on Prevention of Sexual Harassment at workplace time to time.
<b>Resolution</b>	It was resolved that ICC will organize workshops, seminars, Awareness Talk on Prevention of Sexual Harassment at workplace in the month of December.
<b>Agenda: 5</b>	<b>Any other agenda items with the permission of the Chair.</b>
<b>Discussion</b>	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**