



LSR/ICC-CWDC/2021-22/02

NOTICE

Internal Complaint Committee / College Women's Development Cell 2021-22 2nd Meeting for Academic Year 2021-22

This is to announce the second meeting of the ICC- Internal Complaint Committee /CWDC – College Women's Development Cell of L. S. Raheja School of Architecture for the academic year 2021-22. The meeting will be held on **10th December, 2021, Friday at 2:00pm** in the conference room on the first floor.

MEETING AGENDA:

The agenda of the half yearly meeting is as listed below:

1. To introduce the new student member, the elected Ladies Representative, Ms.Nidhi Shah to the committee
2. To read and approve the minutes of the CWDC half yearly meeting conducted on 19th June 2021.
3. To review this past half academic year addressing facilities and management wrt gender neutrality as well as any cases of harassment, ragging or gender bias in the college resolved and others come to notice with regards to discussions held with class-in-charges and non-teaching staff
4. To discuss any further objectives of this committee for this academic year
5. To establish dates/schedule for the next meeting
6. Any other matter with the permission of the chair

Meghana Patil

Ar. Meghana Patil

Associate Professor – B.Arch.

Presiding Officer

ICC / CWDC, L.S. Raheja School of Architecture

Date: 3rd December, 2021



Acknowledgment for Notice of

Internal Complaint Committee / College Women's Development Cell 2021-22 Meeting to be held on Friday, 10th December, 2021.

Dear Members,

You are hereby informed that the 2nd Internal Complaint Committee / College Women's Development Cell meeting for Academic Year 2021-2022 is scheduled on Friday, 10th December, 2021 at 02:00 pm in the 1st Floor Conference Room, LSRSOA. You are requested to attend the meeting. Kindly acknowledge the receipt of the Notice by writing your name and signature.

| | | | |
|-------------------|---|--|--|
| Presiding Officer | : | Ar. Meghana Patil Associate Professor |  |
| Secretary | : | Ar.Mridula Pillai Assistant Professor |  |
| Member | : | Ar.Mandar V. Parab Principal |  |
| Member | : | Ar.Sachin Prabhu Professor |  |
| Member | : | Ar.Shraddha Geevith Visiting Faculty |  |
| Member | : | Ms.Madhura Sawant Admin Staff Representative |  |
| Member | : | Ms.Nidhi Shah Student Council Ladies Representative |  |

**Internal Complaint Committee / College Women's Development Cell 2021-22
2nd Meeting for Academic Year 2021-22**

MINUTES OF MEETING

| Meeting No. | Day & Date | Time | Venue |
|---------------------------------|--|---------|---|
| 2 (Academic Year 2021-22) | Friday, 10 th December, 2021 | 2:00 pm | 1st Floor, Conference Room, LSRSA |

Copies of the agenda and other related documents were circulated to the members of the cell. The meeting started as the required quorum for the meeting was present. The Principal extended a warm welcome to all the members and asked the Presiding Officer to proceed with the agenda of the meeting.

The following Committee members were present for the meeting:

| | | | |
|-------------------|---|---------------------|----------------------------|
| Presiding Officer | : | Ar. Meghana Patil | Associate Professor |
| Secretary | : | Ar.Mridula Pillai | Assistant Professor |
| Member | : | Ar.Mandar V. Parab | Principal |
| Member | : | Ar.Sachin Prabhu | Professor |
| Member | : | Ar.Shraddha Geevith | Visiting Faculty |
| Member | : | Ms.Madhura Sawant | Admin Staff Representative |
| Member | : | Ms.Nidhi Shah | Student Representative |

Committee members absent:
Ms.Nidhi Shah

Agenda No. 1 To introduce the new student member, the elected Ladies Representative, Ms.Nidhi Shah to the committee

Ms.Nidhi Shah was elected on the 30th of June 2021, as the Ladies Representative of the Student Council 2021-22. She has been in communication with the Presiding Officer and the Member Secretary since. However, since no students have been allowed on campus, due to Covid-19 related regulations, and the college has only just started functioning at half strength, she has requested to remain absent today due to personal reasons. She is, however, aware of the meeting and is available on call if needed.

Agenda No. 2 **To read and approve the minutes of the ICC/CWDC half yearly meeting conducted on 19th June 2021**

Minutes of the CWDC half yearly meeting conducted on 19th June 2021 were read and approved, with no further changes or edits.

Agenda No. 3 **To review this past half academic year addressing facilities and management wrt gender neutrality as well as any cases of harassment, ragging or gender bias in the college resolved and others come to notice events with regards to discussions held with class-in-charges and non-teaching staff.**

Ar. Ms. Meghana Patil - Presiding Officer of the Committee, gave a brief about the past half academic year as follows:

1. Several gender sensitivity initiatives have been put on hold due to the pandemic, and we hope to make it up once the situation changes for the better.
2. No complaints of harassment have been registered by any teaching staff or students using the premises.
3. As per discussions with non-teaching staff, Ms. Madhura Swant, the staff is pleased with a healthy co-working environment and no complaints of gender bias or sexual harassment have been lodged since the last meeting of the CWDC.
4. As per discussions with non-teaching staff, Ms. Madhura Swant, the staff is pleased with a healthy co-working environment and no complaints of gender bias or sexual harassment have been lodged since the last meeting of the CWDC.
5. Facilities for female students, like the sanitary pad vending machine in the student's toilet is in working condition and is being monitored by staff Ms. Madhura Sawant.

Agenda No. 4 **To discuss any further objectives of this committee for this academic year.**

It has been recommended that seminars and workshops related to Gender Sensitization resume post the institute in its full functionality.

Agenda No. 5 **To establish dates/schedule for the next meeting in the next academic year.**

ICC/CWDC L. S. Raheja School of Architecture is now scheduled to meet in the month of June 2022, unless a complaint is received, whichever is earlier. Notices for the same will be sent out prior to the meeting.

Agenda No. 6 **Any other matter with the permission of the chair**

Since there were no further points for discussion the meeting was concluded with a vote of thanks.



Ar. Meghana Ghatge

Associate Professor – B.Arch.

Presiding Officer

ICC / CWDC, L.S. Raheja School of Architecture

Date: 10th December, 2021.



**Internal Complaint Committee / College Women's Development Cell 2021-22
2nd Meeting for Academic Year 2021-22**

| Meeting No. | Day & Date | Time | Venue |
|-----------------------------------|---|---------|---|
| 2 (Academic Year 2021 - 22) | Friday, 10 th December, 2021. | 2:00 pm | 1st Floor, Conference Room, LSRSA |

ATTENDEES:

Signatures of members in attendance.

| | | | |
|-------------------|---|--|--|
| Presiding Officer | : | Ar. Meghana Patil Associate Professor |  |
| Secretary | : | Ar.Mridula Pillai Assistant Professor |  |
| Member | : | Ar.Mandar V. Parab Principal |  |
| Member | : | Ar.Sachin Prabhu Professor |  |
| Member | : | Ar.Shraddha Geevith Visiting Faculty |  |
| Member | : | Ms.Madhura Sawant Admin Staff Representative |  |
| Member | : | Ms.Nidhi Shah Student Council Ladies Representative | |