

LSR/ICC-CWDC/2022-23/02

## **NOTICE**

### **Internal Complaint Committee / College Women's Development Cell 2022-23 2nd Meeting for Academic Year 2022-23**

This is to announce the 2<sup>nd</sup> Meeting of the ICC- Internal Complaint Committee / CWDC – College Women's Development Cell of L.S. Raheja School of Architecture for the academic year 2022-23. The meeting will be held on 9<sup>th</sup> December 2022, Friday at 2:00pm in the First floor Conference room, LSRSOA.

#### **MEETING AGENDA:**

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

1. To read and approve the minutes of the ICC / CWDC half yearly meeting conducted on Friday, 1<sup>st</sup> July 2022.
2. To appraise the Members about the past half academic year w.r.t. gender neutrality as well as any cases of harassment, ragging or gender bias in the college with regards to discussions held with class-in-charges and non-teaching staff.
3. To establish dates/schedule for the next meeting in the next academic year.
4. Any other matter with the permission of the chair



**Ar. Meghana Patil**

Associate Professor – B.Arch.

Presiding Officer

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

Date: 2<sup>nd</sup> December, 2022

**Acknowledgment for Notice of  
Internal Complaint Committee / College Women's Development Cell 2022-23  
2<sup>nd</sup> Meeting to be held on Friday, 09<sup>th</sup> December, 2022.**

Dear Members,

You are hereby informed that the 2<sup>nd</sup> Internal Complaint Committee / College Women's Development Cell meeting for Academic Year 2022-2023 is scheduled on Friday, 09<sup>th</sup> December, 2022 at 02:00 pm on 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. Shruti Patade Student Representative	
Member	:	Mrs. Radha Ambekar NGO	

**Internal Complaint Committee / College Women's Development Cell 2022-23**  
**2<sup>nd</sup> Meeting for Academic Year 2022-23**

**MINUTES OF MEETING**

Meeting No.	Day & Date	Time	Venue
2 (Academic Year 2022-23)	Friday, 09 <sup>th</sup> December, 2022.	2:00 pm	1st Floor, Conference Room, LSR SOA

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:

- Ar. Mandar V. Parab
- Ar. Mridula Pillai
- Ar. Shraddha Geevith
- Ar. Sachin Prabhu
- Ms. Madhura Sawant
- Mrs. Radha Ambekar

Attendees Absent:

- Ms. Shruti Patade - Student Representative

**Agenda No. 1**      **To read and approve the minutes of the ICC / CWDC half yearly meeting conducted on Friday, 1<sup>st</sup> July 2022.**

Minutes of the CWDC half yearly meeting conducted on Friday, 1<sup>st</sup> July 2022 were read and approved, with no further changes or edits.

**Agenda No. 2**      **To appraise the Members about the past half academic year w.r.t. gender neutrality as well as any cases of harassment, ragging or gender bias in the college 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:

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- No complaints or grievances regarding any kind of gender bias or sexual harassment were received since the previous meeting.
- Female faculty have accompanied every study tour and field visit in the last half academic year and are scheduled to accompany students for further scheduled tours as well. They will also be part of extra-curricular activities like sports, culturals etc. through the college festival AAKAR 2022 due to start on the 16<sup>th</sup> of December 2022, and ensuring further safety for female students.
- 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.
- 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.
- The student activity NASA has begun and students have been provided with adequate safety during their stay after hours on the premises for co-curricular and extracurricular activities - there is one staff member staying overnight on the premises, lighting is adequate and security personnel are accessible at all times.
- A proposal of trying to arrange a self-defense workshop for AAKAR 2022, similar to that conducted in AAKAR 2021 has been floated.

**Agenda No. 3      To establish dates/schedule for the next meeting in the next academic Year 2023-24.**

ICC / CWDC L.S. Raheja School of Architecture is now scheduled to meet in the next academic year in the month of July 2023, unless a complaint is received, whichever is earlier. Notices for the same will be sent out prior to the meeting.

**Agenda No. 4      Any other matter with the permission of the chair**

Since no grievances related to Sexual Harassment were experienced by any female staff or student in the institute, CWDC L.S. Raheja School of Architecture is now scheduled to meet for a half yearly meet in the month of July 2023, unless a complaint is received, whichever is earlier. Notices for the same will be sent out prior to the meeting.  
The meeting ended with vote of thanks.

  
**Ar. Meghana Ghate**  
Associate Professor – B.Arch.  
Presiding Officer  
ICC / CWDC, L.S. Raheja School of Architecture

Date: 09<sup>th</sup> December, 2022



**Internal Complaint Committee / College Women's Development Cell 2022-23  
2<sup>nd</sup> Meeting for Academic Year 2022-23**

**MINUTES OF MEETING**

Meeting No.	Day & Date	Time	Venue
2 (Academic Year 2022-23)	Friday, 09 <sup>th</sup> December, 2022	2:00 pm	1st Floor, Conference Room, LSR SOA

**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. Shruti Patade  
Student Representative

ABSENT

Member : Mrs. Radha Ambekar  
NGO