

ST ALOYSIUS COLLEGE (AUTONOMOUS), MANGALURU

REPORT OF INTERNAL COMMITTEE (2023-2024)

The college formed the Internal Committee (IC) in August, 2020 on the basis of the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015, published in the Gazette of India, New Delhi, Monday, May 2nd 2016. Subsequently, due to an amendment vide Gazette notification issued on 9th May, 2016, the Internal Complaints Committee has been renamed as Internal Committee which will function as follows:

- Conduct enquiries into all kinds of sexual harassment cases which are reported and for their redressal within 90 days.
- Encourage a gender-friendly atmosphere for both staff and the students.
- Organize gender sensitization awareness programmes for all stakeholders in the institution.

The committee in our college comprises of 10 members from various departments, including one external member who is an advocate and a social worker associated with several NGOs in protecting and addressing the issues related to sexual harassment faced by women.

The committee meets regularly to assess the reports received on account of sexual harassment from various departments.

The first meeting for the current academic year was held on August 17th, 2023 at 3.00 PM, in Magis Hall. Eight members of the committee were present for the meeting. The members felt the need to create awareness among the students in different blocks. It was decided to make posters and affix them on the notice boards. During the discussion it was found that no cases were reported in the past year.

During the semester, the committee organized an awareness drive, where posters with details of committee members, such as their names and phone numbers were displayed in prominent locations, so that it would enable the students to report their grievances without any problems.

The second meeting was held on 21st March, 2024. The committee engaged in a detailed discussion regarding the cases brought forward in the previous month, addressing any updates and reaching resolutions wherever necessary. Various

valuable insights were contributed by the committee members during this discussion to create awareness among the students.

The following decisions were made:

- 1) As per the suggestion of Ms. Jenifer Mascarenhas, it was decided to include a session on the importance of Internal Committee to create awareness in the orientation program in the beginning of the academic year for newcomers.
- 2) Committee members deliberated on the modifications required in the current internal committee guidelines in alignment with the new university standards.
- 3) Decided to collaborate with other universities to conduct awareness campaigns emphasizing the value of internal committees in fostering a positive and secure atmosphere for students, teachers, and non-teaching staff.

The meeting adjourned by 3:45 pm after deciding to schedule the next committee meeting in April 2024 along with Vice Chancellor.

It was observed that no incidents of sexual harassment were reported to the committee from any student or staff during the academic year, within or outside the campus.

17-07-2023 Meeting Notice
Internal Complaints Committee

Dear Member,

A meeting of the Internal Complaints Committee will be held on 17th August, 2023 at 3.00 PM in the Conference Room of Admin Block, St Aloysius College (Autonomous). You are requested to attend the same.

Agenda for the meeting:

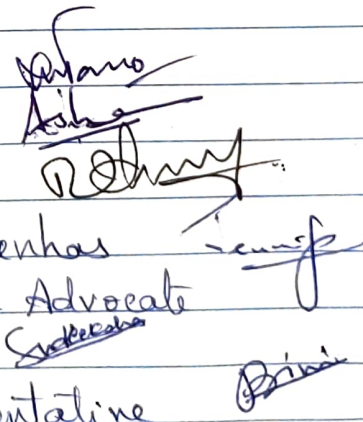
1. Principal's address
2. Report / Minutes by Chairman
3. Report of the activities held.
4. Briefing by Advocate Mariamma Thomas.
5. Discussion on any case reported.
6. Any other matter
7. Vote of thanks.

Dr Leena Flavia D'Souza
Chairman, Internal Complaints Committee
St Aloysius College (Autonomous), Mangalore.



cc:

1. Dr Manuel Taveo
2. Dr Asha Abraham
3. Mr Udaya
4. Ms Jennifer Ida Mascarenhas
5. Mrs Mariamma Thomas - Advocate
6. Ms Sudeeksha
7. Ms Bini - P.G. Representative
8. Ms Riya D'Souza - U.G. Representative.



Minutes of the meeting held on 17th August 2023

The meeting of the Internal Committee was held on 17th August 2023 at 3.00 PM in Magis Hall - Admin block. The following members were present.

1. Dr Zeena Flavia D'Souza
2. Dr Manuel Taurao
3. Ms Jennifer Ida Mascarenhas
4. Advocate Mariamma Thomas
5. Mr Uday
6. Ms Sudeeksha Kisan
7. Ms Binimol Biju
8. Ms Riya D'Souza

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The Agenda for the meeting was as follows :

1. Principal's address
2. Report/Minutes by chairman
3. Report of activities held
4. Briefing by Adv. Mariamma Thomas
5. Discussion on any case reported.
6. Any other matter
7. Vote of Thanks.

The meeting began with a silent prayer. The members who were present introduced themselves to the committee.

A2 - The chairman Dr Zeena Flavia D'Souza read out the report of the previous year's activities and the minutes of the previous meeting.

A4 - Advocate Mariamma Thomas briefed the committee about the implications of Law, whenever a case is reported.

Dr Manuel Taurao expressed his opinion that an awareness program should be given to both staff & students about the Internal Committee and its objectives.

A5 - The members expressed that no reports of sexual harassment has been reported, to them.

A6 - Any other matter:

The members discussed various ways in which the committee can create awareness of the committee. The following decisions were taken.

- To print and publish names and phone numbers of committee members in every block.
- To give legal awareness about the Internal Committee to student representatives, staff and council members in the second week of September.
- To publish guidelines of the internal committee like purpose of the committee, Complaint and also the confidentiality of the complainant.
- To give 15 minutes talk about the Internal Committee in value education classes.
- To call for meeting of the internal committee if any written complaints are received by any committee member.
- To conduct Internal Committee meetings twice every year.

A7 - Vote of Thanks was given by the chairman at the end of the meeting.

20-02-2024 Meeting Notice

Internal Complaints Committee

Dear Member,

A meeting of Internal Complaints Committee will be held on 21st March 2024 at 3:00 PM in the Conference Room of Admin Block, St Aloysius College (Autonomous). You are required to attend the same.

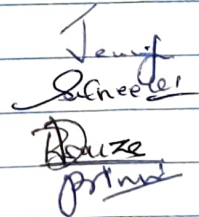
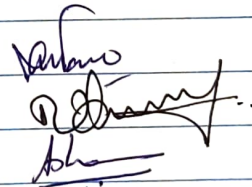
Agenda for the meeting:

1. Prayer
2. Introduction & welcome by Chairman
3. Address by Principal
4. Reading of minutes of the last meeting
5. Report of activities held.
6. Discussion on any case reported
7. Any other matter.

Dr Zeena Flavia D'Souza
Chairman, Internal Complaints Committee
St Aloysius College (Autonomous) Mangalore



cc: 1. Dr Manuel Touro
2. Mr Uday
3. Dr Asha Abraham
4. Adv Mariamma Thomas
5. Ms Jennifer Ida Mascarenhas
6. Ms Sudeeksha
7. Ms Riya D'Souza
8. Ms Binamol Biju



Minutes of the meeting held on 21-03-2024.

The meeting of the Internal Committee was held on 21st March 2024 at 3:00 PM in Sanidhya Hall, St Aloysius (Deemed to be University), Admin Block. The following members were present.

1. Dr Manuel Tavaro
2. Dr Zeena Flavi Deouza
3. Ms Jennifer Ida Mascarenhas
4. Mr Uday
5. Ms Sudeeksha
6. Ms Binimol Biju.

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The meeting commenced with a silent prayer followed by welcome to all members by the chairman, Dr Zeena. The Agenda for the meeting was -

1. Prayer
2. Introduction by the chairman
3. Address by Principal
4. Minutes of the meeting
5. Report of activities held.
6. Discussion on cases reported
7. Any other matter.

A3 - As Principal was out of station he couldn't give his address.

A4 - Minutes of the previous meeting was read by Ms Binimol.

A5 - Dr Zeena read out the activities undertaken by the committee to create awareness of Internal Committee among the students and staff.

A6 - The members of the committee discussed cases which were not reported in written format. The following insights were shared by the members -

- Importance of awareness session during orientation program
- To adhere to the guidelines for University
- To collaborate with other institutions.

A7 - The meeting ended at 3:40 PM.

ANNUAL REPORT ON SEXUAL HARASSMENT

Name of DOS Centre/Unit/AB: St Aloysius College (Autonomous)

Return Year: April 2023 to March 2024

Sl.No	Particulars	Information
1	Number of complaint on sexual harassment received in the year	nil
2	Number of complaints disposed off during the year	nil
3	Number of cases pending for more than 90 days	nil
4	Number of workshops on awareness programmes against sexual harassment conducted during the year	1
5	Nature of action	nil



Brenna
Principal

ST. ALOYSIUS COLLEGE (AUTONOMOUS)
MANGALORE - 575 003