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SHANTI DEVI ARYA MAHILA COLLEGE

Dinanagar (Distt. Gurdaspur)-143531

ESTD. 1968

Affiliated to GNDU, Amritsar | A Multi-Faculty Post-Graduate Women College

Re-Accredited by NAAC with 'A' Grade

College with Potential for Excellence Status by UGC, Green Champion Award by MGNCRE (Govt. of India)



Ref. No. 5820. SD.A / GEN.

Date : 30.1.2023

Circular/Notice

Date: 30.1.2023

Time: 12:00 PM

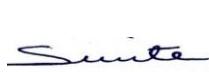
Venue: Principal

To all the members of Grievance Redressal Cell (Internal Complaint Committee Members):

Internal Complaint Committee members are going to conduct the Meeting of the members of Anti-Ragging Cell, Anti-Sexual Harassment Cell and Grievance Redressal Cell on 31.1.2023 (Tuesday) at 2.00 pm in the Principal office for the 2nd meeting of academic year 2022-2023.

Sub: To discuss the Grievances collected from Various modes i.e., Mentor Mentee meetings, Meeting with CRS, Offline/Online mode General grievances of the students and From Complaint box.


Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

Principal



01875-220344, 221382



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Meeting of Grievance Redressal Cell members



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MINUTES OF MEETING

Meeting: 31.1.2023 (Tuesday)

Meeting Notice Dated : 30.1.2023

To all the members of Anti-Ragging Cell, Anti-Sexual Harassment Cell and Grievance Redressal Cell (Internal Complaint Committee Members)

With reference to the subject cited above, I am sending the agenda of the meeting for your kind perusal. You are kindly requested to make it convenient to attend the meeting.

Shanti Devi Arya Mahila College, Dinanagar

Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1	Dr. Reena Talwar : (Chairperson)	Principal	9463171685
2	Mrs. Sunita Verma (Coordinator)	Assoc. Prof. in Zoology	9915613204
3	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
4	Mrs. Randeep Dhoot	Assoc. Prof. in Pol Sci.	9465071447
5	Dr. Kulwinder Kaur	Assoc. Prof. in Punjabi	9465471182
6	Mrs. Sangeeta Malhotra	Asstt. Prof. in Home Sci.	9915113142
7	Mrs. Deepak Jyoti	Asstt. Prof. in Comp.Sci.	8427201501
8	Dr. Anjna Malhotra	Asstt. Prof. in pol. Sci.	9915953888
9	Mr. Sandeep Ohri (External Member)	Advocate	9855006959

Reena Talwar
Principal
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Agenda :

To discuss the Grievances collected from various modes i.e., Mentor-Mentee meetings, Meeting with CRs, Offline/Online mode general grievances of the students and from complaint box.

General grievances:

- Regarding creation of Academic Bank of Credits (ABC) id
- Regarding women empowerment
- Regarding electoral literacy programmes
- Regarding Scholarships to needy students
- Regarding to conduct career counselling session.
- Regarding organization of Trips
- Regarding participation in sports
- Regarding common mental health conditions
- Regarding entrepreneurship skills
- Regarding Participation in inter college cultural programmes
- Regarding organization of remedial classes
- Regarding house exams for even semester classes.
- Regarding Haemoglobin estimation camp
- Regarding knowledge about IPR
- Regarding final exams under GNDU for even semester classes
- Regarding E- Resources and its uses
- Regarding International Biodiversity Day celebration

Reena Talwar

Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

PRINCIPAL

(Dr. Reena Talwar)



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Action taken on suggestions and grievance redressal

- ❖ Regarding creation of Academic Bank of Credits (ABC) id, On 23rd Jan 2023: A special camp was organized in the college under Ek Bharat Shreshth Bharat Mission to make the students aware about Academic Bank of Credits (ABC) id. As per the National Education Policy 2020, Students registered themselves on the Academic Bank of Credits portal under the supervision of Nodal Officer Mrs. SunitaVerma and created their A.B.C. Student ID. The students were made aware that the credits earned by students will be deposited in their ABC 'Academic Account.
- ❖ Regarding women empowerment on 24th Jan., 2023: NSS and Fine Arts Departments celebrated National Girl Child Day and on 8th March, 2023 women empowerment.
- ❖ Regarding Electoral Literacy programmes, on 25th Jan., 2023, Nodal officers awarded the students regarding the importance of right to vote and their duties as the vigilant citizens of society.
- ❖ Regarding Scholarships to needy students, on 28th Jan., 2023, ShiromaniGurdwaraParbandhak Committee, Shri Amritsar, conducted religious competitive exams of grade Second, Third and Fourth. Nine students stood at merit positions and were awarded with the scholarships of worth Rs. 26900.
- ❖ Regarding Physical fitness of Women and awareness about cancer, Science Department celebrated World Cancer Day on 4th Feb., 2023 Mrs. SunitaVerma (EBSB Nodal Officer) told that a deadly disease like cancer can be defeated by lifestyle changes, regular check-ups and identifying the early symptoms of this disease. A declamation contest was also organized in which students Parul Thakur, Bhumika, Siya Saini, Ankita, Nupur, Ramanpreet and Sakshi threw light on cancer prevention
- ❖ Regarding Career Guidance , on 6th Feb., 2023 Commerce and Computer Science Departments organised Career counseling session. Mr. Kanwaljit Singh, trainer for CPBFI project of Bajaj Finance was the resource person. He elaborated on the topic Skill sets required to sustain in BFSI Sector - A rendezvous with reality. He told the students regarding the huge gap between curriculum and industry specific knowledge.
- ❖ Regarding Career Guidance , on 8th Feb., 2023 Another Career Counselling session was organized in the college campus. Principal Dr. ReenaTalwar threw light upon various Add-on courses, Skill oriented courses and B.Voc courses besides other courses running in the college.
- ❖ Regarding organization of Trips , 15th Feb., 2023 Department of English organized one day trip to Shri Harmandir Sahib (Golden Temple), Shri Ram Tirath Temple, Jallianwala Bagh, Amritsar.
- ❖ Regarding participation in sports on 18th Feb., 2023 , Students from Physical Education Department participated in Water Game Dragon Boat Team in an Inter-college Competition held at SultanpurLodhi, Kapurthala organized by GNDU, Amritsar.
- ❖ Regarding common mental health conditions, on 24th Feb., 2023 An extension lecture was delivered by Dr. Sonam Gupta, Head Psychology Department on Mental Health, focusing on the common mental health conditions like anxiety and mood disorders and suggested the ways to take care of



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one's mental health. A psychological testing session was also carried out in which students were made aware of their focus and control (whether internal or external).

- ❖ Regarding organization of Trips on 25th Feb., 2023 One day trip to Baba Murad Shah (Nakodar), Devi TalabMandir (Jalandhar) and Haweli Jalandhar was organized by Computer Science and IT Departments.
- ❖ Regarding Entrepreneurship skills, from 6th March to 13th March, 2023, a Workshop by PG Department of Fashion Designing on 'Encouraging Women for Entrepreneurship by Handicraft and Designing Skills' was organized.
- ❖ Regarding participation in sports, on 7th March, 2023 Students of Physical Education Department participated in Inter-College Shooting Championship organized in Jalandhar by Guru Nanak Dev University, Amritsar.
- ❖ Regarding Participation in inter college Cultural programmes on 11th March, 2023 Students participated in Inter-college cultural Fest 'Spardha-2023' at Swami Sarvanand Group of Institutes, Dinanagar.
- ❖ Regarding Participation in inter college Cultural programmes on 18th March, 2023 Students participated in an Inter-College Poetical Recitation Contest held at SSM College, Dinanagar.
- ❖ Regarding organization of remedial classes from 30th March to 6th April, 2023, One week remedial classes were organized for academically weak students of 2nd semester classes by English, Mathematics, Computer Science, Commerce and Science Departments.
- ❖ Regarding participation in sports, on 3rd April, 2023: Physical Education Department Ms. Manjeet Kaur from Rowing Team got selected to represent the Punjab state with other fellows in Khelo India Youth Games (KIYG). She got selected to participate in the event Khelo India going to organise at Gorakhpur (UP).
- ❖ Regarding participation in sports, on 4th April, 2023: Physical Education Department participated in an Inter-College Competition held at DharKalan, Pathankotorganised by Guru Nanak Dev University, Amritsar.
- ❖ Regarding organization of Trips, on 6th April, 2023, Department of Physical Education organized one day trip to Nakodar and Devi Talab Temple, Jalandhar.
- ❖ Regarding participation in sports on 8th April, 2023 Physical EducatonDepartment participated in Punjab State Level Competition (2022-23).
- ❖ Regarding House exams for even semester classes: 10th April to 19th April, 2023
- ❖ Regarding Haemoglobin estimation camp on dated 26th April, 2023, under AnaemiaMukt Bharat Abhiyan, Science and NSS Departments organized a seminar and Haemoglobin estimation camp. Haemoglobin estimation camp was organized during this day with the help of Pharmacist Smt. Nirmal and Lab technician Mr. Rashpal Singh. Dr. Kusum and Dr. Sukhwinder Kumar were the resource persons from Department of Health and Family Welfare, Punjab, CHC Singowal.



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- ❖ Regarding knowledge about IPR on 1st May 2023 , Post Graduate Department of Commerce organised a seminar on "Intellectual Property Rights". The distinguished speakers were Dr. Poonam Mahajan, Head of Department of Commerce, GNDU, Asr.
- ❖ Regarding final exams under GNDU for even semester classes: 3rd May to 14th June 2023
- ❖ Regarding E- Resources and its uses, on 22nd May, 2023, UG & PG Departments of Library organized a workshop on E- Resources and its uses. Mrs. Hardeep Kaur (Librarian-PG) and Mrs. NamitaBhalla (Librarian-UG) delivered the extensive information and usage of e-resources such as e-books, e-journals, online databases, multimedia materials, and other forms of digital content and usage.
- ❖ Regarding International Biodiversity Day celebration on 22nd May 2023, Science Department under "Ek Bharat shreshth Bharat mission" organized Seminar, Tree plantation and Various competitions Poster making, Slogan writing, Model making. Dr. SudhirMahotra Chairman (IEE) Pathankot, Mr. Abhyas Saini, BEAT Officer, inchargeSujanpur, Madam Navneet Kaur, BEAT Officer.

Regarding Grievances of Women Sexual Harassment and Ragging Cases:

No case of sexual harassment and Ragging was seen in the College Campus



PRINCIPAL
(Dr. Reena Talwar)



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Ref. No. 5719. SD.A / GEN.

Date : 17.8.2022

Circular/Notice

Date: 18.8.2022

Time: 2:00 PM

Venue: Principal's Office

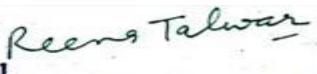
To all the members of Grievance Redressal Cell (Internal Complaint Committee Members):

Internal Complaint Committee members are going to conduct meeting of the members of Anti-Ragging Cell, Anti-Sexual Harassment Cell and Grievance Redressal Cell on 19.8.2022 (Friday) at 2.00 pm in the Principal office for 1st meeting of the academic year 2022-2023. To discuss the Grievances collected from various modes i.e., Mentor Mentee meetings, Meeting with CRS, Offline/Online mode General grievances of the students and From Complaint box.


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Meeting of Grievance Redressal Cell members



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MINUTES OF MEETING

Meeting: 19.8.2022 (Friday)

Meeting Notice Dated : 17.8.2022

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With reference to the subject cited above, I am sending the agenda of the meeting for your kind perusal. You are kindly make it convenient to attend the meeting.

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Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1	Dr. Reena Talwar : (Chairperson)	Principal	9463171685
2	Mrs. Sunita Verma (Coordinator)	Assoc. Prof. in Zoology	9915613204
3	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
4	Mrs. Randeep Dhoot	Assoc. Prof. in Pol Sci.	9465071447
5	Dr. Kulwinder Kaur	Assoc. Prof. in Punjabi	9465471182
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9	Mr. Sandeep Ohri (External Member)	Advocate	9855006959

Reena Talwar
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Agenda :

To discuss the Grievances collected from various modes i.e., Mentor-Mentee meetings, Meeting with CRs, Offline/Online mode General grievances of the students and From Complaint box.

General grievances:

- Regarding filling application Forms during admissions
- Regarding Creating ABC id
- Regarding creating Anti-ragging reference number
- Regarding bus facility
- Regarding cleanliness
- Regarding time table
- Regarding fee concessions
- Regarding Guidance to SC students to apply for Scholarship, as well as all other students belonging to OBC/Minorities/General category also.
- Regarding mosquitoes Problem
- Awareness about environment
- Awareness about Drug de addiction
- Regarding 'Talent Hunt' competition
- Participation in Sportsactivities
- Regarding Placements of students
- Regarding the importance of Water
- Regarding Sita Ram Jindal Foundation Scholarships and SGPC scholarships
- Regarding Career counselling camp
- Regarding Health of women and celebration of "National Nutritional Month
- Regarding Organization of Trips
- To create awareness about Drug Abuse, Blood Donation, HIV/AIDS and T.B
- Regarding environment protection
- Regarding skill enhancement
- Regarding physical fitness of women
- Regarding importance of Millets for good health.
- Regarding cyber security awareness
- Regarding Mental Health and psychological testing session
- Regarding blood donation importance
- Regarding participation in Youth Festival
- Regarding participation in State Level Quiz competition
- Participation in career counselling camp
- Participation in inter college cultural programmes



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- Regarding parent-teacher meet
- Regarding participation in Regional Level Quiz Competition
- **Grievances of Women Sexual Harassment and Ragging Cases** : To address cases of sexual harassment and ragging, rules were discussed in the meeting. If a complaint of Women Sexual harassment or ragging is found, she may submit a written complaint to the internal complaint committee regarding sexual harassment and ragging.

Reena Talwar
Principal
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Action taken on suggestions and grievance redressal

- ❖ Teachers as well as CRS assisted the new students to fill application forms.
- ❖ Teachers and CRs guided Students to create ABC id.
- ❖ Teachers and CRs guided Students to create Anti-ragging reference number by online registration and to submit Affidavit duly signed by them and their parents.
- ❖ The information regarding Bus facility route was put up on notice board.
- ❖ Washrooms/ Toilets were regularly checked and cleaned.
- ❖ Time table was adjusted as per requirement of students.
- ❖ Fee concessions were given to the needy, deserving, meritorious, fatherless students.
- ❖ Sita Ram Jindal foundation scholarships forms were filled by the students under the guidance of Prof. Sunita Verma, so that needy students can avail scholarships by SRJF.
- ❖ SC students , Single girl child and Minorities Students were also guided to apply for scholarships.
- ❖ Pesticides were sprayed to control the mosquitoes.
- ❖ Regarding Awareness about environment Van Mahotsava celebration was observed by organizing tree plantation campaign.
- ❖ Regarding Drug de addiction on 12th August Nashamukt Bharat abhiyan was observed
- ❖ On 17th Aug 2022,Posters Making, Collage making, landscape-On-The-Spot Painting, Rangoli Making, Cartooning Competitions were organized by Department of Fine Arts. The students of the college enthusiastically participated in these events.
- ❖ Regarding Participation in sports activities, on 29th Aug 2022, The Physical Education department arranged a cross country race under the guidance of Ms. Taljinder Kaur, head, Department of Physical Education, in which students participated with a great zeal. The event was remarkable and inspiring to arise the spirit of sportsmanship among students.
- ❖ On 31st August 2022 ,under guidance of Principal Dr. Reena Talwar and placement cell coordinator Mrs Deepak Jyoti, Placement cell organized a Placement Drive for the students. This placement drive was conducted in collaboration with NIIT, Gurgaon. Mr. Jagjit Bedi, Team Leader, NIIT Limited, delivered guidance lecture for the aspirants. He gave them the roadmap to get jobs into banks and financial services sectors. He also gave the guidance for the aptitude test and interview to be conducted by the banks.
- ❖ Regarding the importance of water "World Water Week" (25th August to 31st August 2022) was celebrated by Science department to make the students aware about promoting the responsible use of water and access to safe water for everyone.
- ❖ Regarding Participation in sports activities, From 1st to 3rd September 2022, students participated in 'Punjab khed Mela', organised in Govt. Girls Senior Secondary School, Dinanagar at block level.
- ❖ On 2nd September 2022, SGPC President, Shri Amritsar gave Scholarships to 9 Students of our Institution.
- ❖ Sita Ram Jindal Foundation Scholarships are also received by deserving students under the guidance of Coordinator Scholarships Mrs. Sunita Verma.



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- ❖ 09 Sep 2022: Post Graduate department of Commerce and Computer Science attended counselling camp organised by District Employment Centre Gurdaspur at District Courts Gurdaspur. Dr. Varun Kumar (PCS) told students about competitive exams and their preparation. Students were told about various jobs in Banking and Railway sector by District employment and placement officer Gurdaspur.
- ❖ Regarding Health of women,NSS, RRC & Home Science Departments of the College, celebrated “National Nutritional Month on 9th September “An Awakening Lecture on Holistic Nourishment was organised. Mrs. Sangeeta Malhotra threw light on the theme September 2022 that was Mahila & Swasthya and Bachha and Shiksha ! She told that Government is taking a great initiative to promote such programs for the betterment of women and children the most weaker and vulnerable part of the society. Dr. Dalwinder Sharma was the main speaker and he told the students about the harmful effects of junk food on human health . He suggested to include fresh fruits and vegetables in diet to have a healthy heart.
- ❖ Regarding Organization of Trips on 13th September 2022 one day trip to Wonderland, Jalandhar was organized
- ❖ 18 Sep 2022: District Athletics Competition was held in SN College, Qadian,in which our college students, took active participation in number of sports events.
- ❖ On 21st September, 2022, to create awareness about Drug Abuse, Blood Donation, HIV/AIDS and T.B. at Shanti Devi Arya Mahila College, Dinanagar, Quiz Competition, Poster Making , Declamation Contest and Essay writing competitions were organised by Directorate of Youth Services, Punjab, in which students from different colleges of Distt. Gurdaspur participated with great enthusiasm.
- ❖ Regarding Participation in sports activities, on 23rd Sep 2022 students participated in 'Punjab khedMela', organized at Govt. college, Gurdaspur.
- ❖ Regarding environment protection on 24th Sep 2022 and 27th Sep 2022 , students participated in the projects of water conservation, energy conservation and cleanliness drives to celebrate “NSS day” and “World Environmental Health Day”respectively.
- ❖ 27 Sep 2022: The students of Shanti Devi Arya Mahila College, Dinanagar participated in Techno Fun at Pt. Mohan Lal SD College, Gurdaspur
- ❖ Regarding skill enhancement, on 29th Sep 2022,one day workshop on the ‘Tie & Dye Printing Techniques’ was organized by Fashion Designing Department in which the students acquired skills in making myriad of inspirational articles such as sarees, dress materials, bedsheets , frocks , tablemats , duppatas, cushioncover etc.
- ❖ Regarding Physical fitness of women, National Nutrition Month was observed to educate the women and children about value of healthy food for achieving good health by organising a seminar on 29th September 2021, on the topic“Holistic Nourishment”.
- ❖ Regarding importance of Millets, on 4th October International year of millets 2022-23"was celebrated during which the resource persons Er. Mrs. Ankumeenia and Mr. Ruban Preet talked about various types of millets that is Jowar, Bajra, Ragi, jhangora, Barri, kangni, kodra, which are very useful for the health, and they should be added in diet by every person.



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- ❖ Regarding Guidance to SC students to apply for Scholarships meetings were organised on dated 22.8.2022, 23.8.2022, 3.9.2022, 30.9.2022, with students belonging to SC category (Freshers and old students) under the guidance of Ministry of Social justice and Empowerment, as well as all other students belonging to OBC/Minorities/General category also, to make them aware about various type of scholarships, under the guidance of coordinator Mrs. Sunita Verma. These meetings were held, so that maximum number of students can apply for the Scholarships.
- ❖ Regarding Cyber Security Awareness, PG Department of Computer Science & IT of the College organized seminar on "Cyber Security Awareness" on 6th oct. 2022 to make the students aware about the tips to secure the online data and financial transactions in this digital life. Mrs. Deepak Jyoti gave awareness about the cybersecurity laws implemented in India.
- ❖ Regarding Mental Health "Enlightenment Minds" Psychology club of the College celebrated "World Mental Health Day" on 10th October 2022 . An extension lecture was delivered by Dr. Sonam Gupta, Head Psychology Department on Mental Health, focusing on the common mental health conditions like anxiety and mood disorders and suggested the ways to take care of one's mental health. A psychological testing session was also carried out on 80 students in which students were made aware of their focus of control (whether internal or external).Dr. Gupta talked about the importance of locus of control in students academic, as well as life success and failures.
- ❖ Regarding skill enhancement, on 12th Oct 2022, KarvaChauth Special Entertaining event was organized in the College by F.D and Cosmetology Departments.In this event, the students exhibited their artistic talents in presenting thals, plates, glasses, garvi, handmade jewelry- earrings, Necklaces, Bangles etc.Cosmetology Department organized Mehndi stalls.
- ❖ Regarding skill enhancement, on 21st Oct 2022, during Diwali Melaan exhibition of various items such as varied types of candles, toran, diyas , sceneries and many more was organized to create the spirit of entrepreneurship in students.
- ❖ On 21 Oct 2022, Lecture on need of blood donation was organized
- ❖ Regarding Participation in sports activities, on 25 Oct 2022, students participated in 'Punjab khed Mela', held at Patiala.
- ❖ Regarding participation in Youth Festival, From 26th to 28th October, 2022, The collegestudents participated comprehensively in *33 events* and won the First Runners-Up Trophy by accumulating *118 points* in the Youth Festival held at GNDU Amritsar.
- ❖ Regarding Participation in sports activities, From 18th to 28th October, 2022, students participated in 'Punjab khed Mela' at Jalandhar.
- ❖ Regarding participation in State Level Quiz competition, Shanti Devi Arya Mahila college Dinanagar students, Payal (B.A 5th Sem) and Sharandeep (B.Sc Medical 5th Sem) got 1st prize (17000/-), certificates and trophy in State Level Quiz competition dated 3.11.2022 conducted by Red Ribbon club (RRC) at Chitkara University , Rajpura, Patiala as per guidelines of the Director, youth services Department, Punjab, Red Ribbon clubs, with the support of Punjab state AIDS control Society.20 districts from Punjab participated in this state level quiz competition and our college team got the first



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prize. Principal Dr. Reena Talwar congratulated the staff members and students for this great achievement.

- ❖ Regarding Participation in Career Counselling Camp, on 5th Nov 2022: The students of Shanti Devi Arya Mahila College, Dinanagar participated in a Career Counselling Camp organised by District Employment and Enterprise Mission under the superintendence of Sh. Purshotam Singh, District Employment Officer, Gurdaspur. The students of B.Sc Economics and B.A. Sem-V attended the seminar with Ms. Sonia Thakur, Assistant Professor, Department of Sociology.
- ❖ Regarding Participation in inter college Cultural programmes, The students of Shanti Devi Arya Mahila College, Dinanagar participated in 'National Level Techno-Cultural Fest- UDAAN' held at Global Group of Institutes on 11th November, 2022. The students participated in number of events and bagged top positions.
- ❖ On 24th November, 2022: Shanti Devi Arya Mahila College, Dinanagar represented a great glimpse of Punjabi culture and tradition in Guru Nanak Dev University, Amritsar on pious occasion of the 53rd Foundation Day of Guru Nanak Dev University.
- ❖ Regarding Parent-Teacher Meet, on 25th Nov 2022: Parent-Teacher Meet was held for the classes of both UG and PG classes. In this meet, the parents of different classes interacted with the teachers. The teachers discussed the students' progress academically, socially and with regard to expected classroom behavior.
- ❖ Regarding Participation in "Regional Level Quiz Competition" Our College Students Ms. Sharan deep Kaur (B.Sc medical 5th semester) and Payal Kumari (B.A 5th semester) and Prof. Sunita Verma (Incharge Quiz) Participated in "Regional Level Quiz Competition" on 5.12.2022 at Hotel Holiday Home, Shimla under the guidelines of Red Ribbon club, Youth services Department, Punjab.
- ❖ Regarding Participation in sports activities, Our College Students participated in sports activities i.e., Inter-College Athletics Competition held at GNDU, Amritsar from 29/11/2022 to 01/12/2022.

Regarding Grievances of Women Sexual Harassment and Ragging Cases:

No case of sexual harassment and Ragging was seen in the College Campus

Reena Talwar
Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

PRINCIPAL
(Dr. Reena Talwar)



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Ref. No. 5663. SD.A / GEN.

Date : 12. 1. 2022

Circular/Notice

Date: 12.1.2022

Time: 12:00 Pm

Venue: Principal's office

Internal Complaint Committee members are going to conduct a **Meeting** of the members of Anti-Ragging Cell, Anti-Sexual Harassment Cell and Grievance Redressal Cell on **15. 1. 2022 (Saturday)** at 1.15 pm in the Principal office for the 2nd meeting of academic year 2021-2022. To discuss the Grievances collected from various modes i.e., Mentor Mentee meetings, Meeting with CRS, Offline/Online mode General grievances of the students and From Complaint box.

Amritpal Singh *Amritpal Singh* *Sandeeppal Singh*
Sangita *Sunita* *Reena Talwar*
Reena Talwar *Reena Talwar*

Reena Talwar
Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

Principal



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MINUTES OF MEETING

Meeting: 15. 1.2022 (Saturday)

Meeting Notice: Date: 12. 1. 2022

To all the members of Anti-Ragging Cell, Anti-Sexual Harassment Cell and Grievance Redressal Cell (Internal Complaint Committee Members)

With reference to the subject cited above, I am sending the agenda of the meeting for your kind perusal. You are kindly requested to make it convenient to attend the meeting.

Shanti Devi Arya Mahila College, Dinanagar

Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1	Dr. Reena Talwar : (Chairperson)	Principal	9463171685
2	Mrs. Sunita Verma (Coordinator)	Assoc. Prof. in Zoology	9915613204
3	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
4	Mrs. Randeep Dhoot	Assoc. Prof. in Pol Sci.	9465071447
5	Dr. Kulwinder Kaur	Assoc. Prof. in Punjabi	9465471182
6	Mrs. Sangeeta Malhotra	Asstt. Prof. in Home Sci.	9915113142
7	Mrs. Deepak Jyoti	Asstt. Prof. in Comp.Sci.	8427201501
8	Dr. Anjna Malhotra	Asstt. Prof. in pol. Sci.	9915953888
9	Mr. Sandeep Ohri (External Member)	Advocate	9855006959

Reena Talwar
Principal
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Principal



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Agenda :

To discuss the Grievances collected from various modes i.e., Mentor-Mentee meetings, Meeting with CRs, Offline/Online mode General grievances of the students and From Complaint box.

General grievances:

- Regarding New voters registration
- Regarding women empowerment
- Regarding Electoral Literacy programmes
- Regarding Career Guidance
- Regarding COVID vaccination camp
- Regarding Physical fitness of women and awareness about cancer
- Regarding participation in sports activities
- Regarding career guidance
- Regarding "Entrepreneurship Awareness Programme"
- Regarding Annual Sports Meet"
- Regarding health problems and knowledge about Tuberculosis.
- Regarding scholarships to needy students
- Regarding personality development"
- Regarding blood donation camp and health of students
- Regarding participation in cultural programmes
- Regarding annual convocation
- Regarding farewell party
- Regarding EEP scholarships
- Regarding workshop on Lippian Art and skill enhancement
- Regarding placement of students
- Regarding song competition in the regional languages
- Regarding celebration of International Yoga Day
- Regarding "Intellectual Property Rights"
- Regarding house exams
- To start a new course in B.A Social Studies
- Regarding applications of psychology
- Regarding awareness about Thalassemia
- Regarding Free Medical Check up Camp
- Regarding organization of trips
- Regarding Biodiversity issues.
- Cycle Rally to create awareness among the people to save the environment
- Regarding Farewell Party
- **Grievances of Women Sexual Harassment and Ragging Cases** : To address cases of sexual harassment and ragging, rules were discussed in the meeting. If a complaint of Women Sexual harassment or ragging is found, she may submit a written complaint to the internal complaint committee regarding sexual harassment and ragging.

Reena Talwar
Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)



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Action taken on suggestions and grievance redressal

- ❖ Regarding New Voters registration on 15th Jan 2022: NSS department and Buddy Group organized a camp to register new voters above the age of 18 years under SVEEP activities through new voter helpline mobile app available on Google Store and online National voter service portal through <http://nvsp.in> link.
- ❖ Regarding women empowerment on 25th Jan 2022, NSS department celebrated "National Girl Child Day" and for Women Entrepreneurship and SkillDevelopment, International Women's Day was observed on 7th March 2022.
- ❖ Regarding Electoral Literacy programmes National voter's day was observed to make the students aware about importance of vote, on 25th Jan, 2021
- ❖ On 27th Jan 2022, Career Guidance Cell organized a career guidance event. The aim of the event was to guide the students from various streams to overcome wide variety of confusions, issues and provide ultimate guidance to take them to their ultimate goal and
- ❖ On 5th March 2022 Career Guidance Cell' organized a career counselling program with the teachers of 'Austin Institutions' Gurdaspur. The main aim of this program was to create awareness among the students about their careers and particularly in Aviation, Hospitality, Travel and Tourism and Retail.
- ❖ COVID-19 Vaccination Camp was organized on 27th Jan 2022 in College campus, with the help of a team from Civil Hospital, Dinanagar, in which more than 65 students were vaccinated. In this programme, mainly the students between 15 to 18 years of age participated.
- ❖ Regarding Physical fitness of Women and awareness about cancer, Science department celebrated "World Cancer Day ". The theme of World Cancer Day 2022 was "Close the Care Gap". On this day students participated in poster and slogan making competitions.
- ❖ Regarding Participation in Sports activities on 23rd Feb 2022, Students participated in Water Game Rowing team competition held at DharKalan, Pathankot.
- ❖ Regarding "Entrepreneurship Awareness Programme" for educated unemployed youth in our college on 21st March, 2022. Ministry of MSME planned to organise such programs under " One District One College" scheme and the ministry has chosen Shanti Devi Arya Mahila College, Dinanagar as their venue for this program.
- ❖ Regarding Participation in Sports activities "Annual Sports Meet" was held on 24th March, 2022.
- ❖ "World TB Day" was observed on 24th March 2022 to make the students aware about Tuberculosis
- ❖ Sita Ram Jindal Foundation scholarship cheques and SGPC scholarships were received by many students of our College. This enabled them to pay their fees.
- ❖ Under Achievers Program: BCA second sem student KumariSakshi got scholarship of Rs.5100 by Deputy Commissioner Mr. Mohammad Ishfaq on 28th March 2022.



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- ❖ On 5th April 2022 Placement Cell Organised workshop on " Personality Development". Ms. Pallavi Nayyar (Project Manager) and Ms. Kamma Jaryal (Business Development Manager) from Rozgar Map, SPRN Entrepreneurs private limited company, were the eminent speakers during Workshop.
- ❖ On 7th April 2022 "World Health Day" under Ek Bharat Shreshtha Bharat (EBSB) programme, was observed by organisation of Blood Donation camp by N.S.S, N.C.C, Red Ribbon Club, Red Cross, Youth Welfare Departments. The students were made aware that by donation of blood we can save lives of many people suffering from anaemia, accidental cases and thalassemia patients.
- ❖ Regarding participation in cultural programmes, on 13 April 2022, Students participated in the "Zahanat 2022" festival organized by A&M Institute, Pathankot on 12th April 2022. College students participated in all the eighteen items of the festival out of which college participants bagged eleven prizes.
- ❖ Regarding Annual Convocation, on 13th April 2022, 49th Annual Convocation was organised in College campus. Honourable Sh. Kunwar Vijay Partap Singh, IPS, MLA, Amritsar North (Punjab) graced the occasion as the Chief Guest. Nearly 700 degrees were awarded to the batches of 2019 and 2020.
- ❖ Regarding Farewell Party on 18th April 2022 farewell party 'Udaan-2022' was organized
- ❖ Regarding EEP scholarships, on 21st April 2022, Educate Punjab Project organized a competition on the occasion of 400th Birthday of Sri Guru Tegh Bahadur Ji in Shanti Devi Arya Mahila College, Dinanagar, The test consisted of 400 questions in which 14 students took active participation. The students who performed brilliantly in this test were honoured with scholarships.
- ❖ Regarding workshop on Lippa Art and skill enhancement on 22nd April 2022, Fine Arts Department organized workshop on Lippa Art. In this workshop students used wooden board as base for clay and mirror work. Prof. Sonika told that Lippa is used to embellish the interior walls and to keep the houses cool in humid hot weather.
- ❖ Regarding Placement of students, Placement cell organized a placement drive on 25th April, 2022. Mr. Deepak Kumar (Divisional Manager, SBI Life Insurance) along with the team came to the college campus. Around hundred students from final year classes of various streams participated in this placement drive.
- ❖ Regarding song competition in the regional languages, Ek Bharat Shreshtha Bharat club organised a song competition in the regional languages under EBSB program of the Government of India. Ten students participated in this event under the guidance of Nodal Officers Mrs. Sunita Verma and Dr. Anjana Malhotra.
- ❖ NSS Department celebrated "International Yoga Day 2022" as per the instructions of Government of India and Guru Nanak Dev University Amritsar. As part of the count down of 100 days of the event,
- ❖ (April to June) each day different activities such as yoga practice, lectures on the subject of yoga, poster making competition and yoga demonstration were organized.



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- ❖ Regarding “Intellectual Property Rights”, PG department of Computer Science, Science and Commerce organised one day National Webinar on the topic ‘Intellectual Property Rights’ on 27th April, 2022. Eminent speakers for this event were Dr. AparnaMaitriPati, Chief Scientist, Institute of Himalaya Bioresource Technology (CSIR), Dr. DivyaKaushik, Registered Patent Agent, PIC & TISC, Government of India, and Dr. Hardeep Singh, OSD to Vice Chancellor office and Professor, Department of Computer Science, GNDU Amritsar.
- ❖ 02 May 2022 to 12 May 2022: House exams of all UG and PG classes commenced.
- ❖ Our college started B. A. Social Studies from the Session 2022- 2023 to help the students to get better quality education, to clear competitive exams and to get jobs in government sector.
- ❖ On 13th May, 2022, Department of Psychology organized a workshop on “Emergence, current Trends and applications of Psychology” under the guidance of Dr. Sonam Gupta, Head of Department, Psychology.
- ❖ Regarding awareness about Thalassemia, Red Ribbon Club & NSS departments organized lecture on “World Thalassemia Day”. Miss Gurpriya Saini from Biotech Department gave lecture on “World Thalassemia Day ” to aware the students regarding this disease.
- ❖ Regarding Free Medical Check up Camp, Science department, under "Ek Bharat Shreshtha Bharat" club observed "World Hypertension Day" by organising "Free Medical Checkup Camp" in collaboration with ESIC 17th May, 2022. Team of doctors from ESIC distributed free medicines to needy suffering from different health issues, after medical consultancy.
- ❖ Regarding organization of trips , Department of Physical Education organised one day trip to Sun City, Amritsar on 21st May, 2022 and Department of Bio-Technology organized a trip to PushpaGujral Science City, Kapurthala on 30th May, 2022.
- ❖ Science and NSS departments celebrated “International Biodiversity Day ”on 22nd May 2022 to make the students aware about conservation of Biodiversity.
- ❖ Under the Ek Bharat Shreshtha Bharat Abhiyan, a cycle rally was organized by the NCC and NSS departments on 24th May, 2022, as part of environment protection campaign to create awareness among the people to save the environment.
- ❖ Regarding Farewell Party, College organised a farewell party "JASHAN-ERUKHSAT" on 25th May, 2022 in auditorium of the college. The college bade farewell to the final year students of UG.

Regarding Grievances of Women Sexual Harassment and Ragging Cases:

No case of sexual harassment and Ragging was seen in the College Campus

Reena Talwar
Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)



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Ref. No. 5412. S.D.A / GEN.

Date: 28.7.2021

Circular/Notice

Date: 28.7.2021

Time: 12:00 PM

Venue: Principal's Office

Internal Complaint Committee members are going to conduct a **Meeting** of the members of **Anti-ragging, Anti Sexual Harassment and Grievance Redressal Committee Members** on **30.7.2021 (Friday)** at 1.15 pm in the Principal office for the 1st meeting of academic year 2021-2022. To discuss the Grievances collected from various modes i.e., Mentor Mentee meetings, Meeting with CRS, Offline/Online mode General grievances of the students and From Complaint box.

Soradey dehu.

Sangita Sunita Amrit Reena

Reena Amrit

Amrit

Reena Talwar
Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

Principal



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MINUTES OF MEETING

Meeting: 30.7.2021 (Friday)

Meeting Notice: Date: 28.7.2021

To all the members of Anti-Ragging Cell, Anti-Sexual Harassment Cell and Grievance Redressal Cell (Internal Complaint Committee Members)

With reference to the subject cited above, I am sending the agenda of the meeting for your kind perusal. You are kindly requested to make it convenient to attend the meeting.

Shanti Devi Arya Mahila College, Dinanagar

Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1	Dr. Reena Talwar : (Chairperson)	Principal	9463171685
2	Mrs. Sunita Verma (Coordinator)	Assoc. Prof. in Zoology	9915613204
3	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
4	Mrs. Randeep Dhoot	Assoc. Prof. in Pol Sci.	9465071447
5	Dr. Kulwinder Kaur	Assoc. Prof. in Punjabi	9465471182
6	Mrs. Sangeeta Malhotra	Asstt. Prof. in Home Sci.	9915113142
7	Mrs. Deepak Jyoti	Asstt. Prof. in Comp.Sci.	8427201501
8	Dr. Anjna Malhotra	Asstt. Prof. in pol. Sci.	9915953888
9	Mr. Sandeep Ohri (External Member)	Advocate	9855006959

Reena Talwar
Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

Principal



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Agenda :

To discuss the Grievances collected from Various modes i.e., Mentor-Mentee meetings, Meeting with CRS, Offline/Online mode general grievances of the students and From Complaint box.

General grievances:

- Regarding filling application Forms during admissions
- Regarding Creating ABC id
- Regarding creating Anti-ragging Reference number
- Regarding bus facility
- Regarding cleanliness
- Regarding time table
- Regarding fee concessions
- Regarding scholarships
- Regarding celebration of World Nature Conservation Day
- Regarding Herbal Garden establishment
- To gain knowledge of folk dances of Punjab
- Regarding COVID-19 vaccination camp
- Regarding Teej Festival.
- Regarding skill enhancement of students
- Regarding placement of students
- Regarding global warming and celebration of "World Ozone Day".
- Regarding Physical fitness of women
- Regarding participation in sports activities
- Regarding participation in Zonal Youth Festival
- Regarding participation in series of competitions held at ARNI University, Pathankot
- Regarding House exams
- Regarding "Sveep Awareness Campaign"
- Regarding organisation of Trip
- Regarding "Career Counselling"
- Organisation of Seminar by Placement Cell
- Regarding awareness about AIDS
- Regarding "Career Opportunities in Psychology"
- Regarding "Cyber Security Awareness Campaign"



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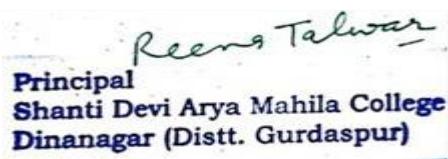
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➤ **Grievances of Women Sexual Harassment and Ragging Cases** :To address cases of sexual harassment and ragging, rules were discussed in the meeting. If a complaint of Women Sexual harassment or ragging is found, she may submit a written complaint to the internal complaint committee regarding sexual harassment and ragging.



PRINCIPAL

Dr. Reena Talwar



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Action taken on suggestions and grievance redressal

- ❖ Teachers as well as CRs assisted the new students to fill application forms.
- ❖ Teachers and CRs guided Students to create ABC id.
- ❖ Teachers and CRs guided Students to create Anti-ragging Reference number by online registration and to submit Affidavit duly signed by them and their parents.
- ❖ The information regarding bus facility route was put up on notice board.
- ❖ Washrooms/ Toilets were regularly checked and cleaned.
- ❖ Time table was adjusted as per requirement of students.
- ❖ Fee concessions were given to the needy, deserving, meritorious, fatherless students.
- ❖ Sita Ram Jindal foundation scholarships forms were filled by the students under the guidance of Prof. Sunita Verma, so that needy students can avail scholarships by SRJF.
- ❖ SC students, Single girl child, Minorities Students were also guided to apply for scholarships.
- ❖ Cleanliness derive was observed in the college by NSS and NCC departments.
- ❖ Regarding celebration of world nature conservation Day on 28 July2021: On this occasion various competitions were organised like poster making, slogan writing and collage making by Science department. The Theme was "Forests and Livelihoods: Sustaining People and Planet".
- ❖ Regarding Herbal Garden establishment, Herbal Garden was developed in the college campus on 31st July2021, so that students have knowledge about various plants and their importance.
- ❖ 09 Aug2021 Punjab Folk Art Centre, Gurdaspur organised two week free workshop of Giddha and Sammi, (Folk Dances) of Punjab
- ❖ COVID-19 Vaccination Camp was organized on 13 Aug2021 in College campus, with the help of A team from Civil Hospital, Dinanagar, in which more than 200 students were vaccinated.
- ❖ Another COVID Vaccination Camp was organized on 02 Dec 2021 in College campus, with the help of a team from Civil Hospital, Dinanagar, in which more than 130 students were vaccinated.
- ❖ Regarding Teej Festival, Youth Welfare and PostGraduate departments of Punjabi celebrated Teej Festival on 16th August 2021 under the guidance of Dean Youth Welfare department Dr. Kulwinder Kaur and Coordinator Mrs. Deepak Jyoti. Honourable Mrs. Aruna Chaudhary, Cabinet Minister, Punjab was the Chief Guest and honourable Mr. Ashok Chaudhary, senior Congress leader was the Guest of Honour.
- ❖ For skill enhancement of students F.D department organized Rakhi making competitions& workshop on Tie and Dye on 21st Aug 2021 and 6th Dec. 2021 respectively.
- ❖ 28 Aug 2021: Regarding placement of students, Placement Cell organized "Placement Drive" under the guidance of Mrs. Deepak Jyoti, Mr. Rajesh Tathoo and Mrs. Shewata Vaid recruiters from ICICI Bank, conducted this placement drive.



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- ❖ Regarding global warming, "World Ozone Day" was celebrated on 16th Sept. 2021 to make the students aware about increasing levels of carbon dioxide in the environment and they were suggested to plant more and more trees and they were advised for less use of automobiles and to avoid burning of fossil fuels.
- ❖ Regarding Physical fitness of women, National Nutrition Month was observed by organising a seminar on 29th September 2021, on the topic "Holistic Nourishment"
- ❖ Regarding participation in sports activities on 12 Oct 2021, Physical education department participated in Punjab State Shooting Championship held at Mohali.
- ❖ On 2-3 Jan 2022, Physical education department participated in two days Inter-College Tournament held at Guru Nanak Dev University, Amritsar.
- ❖ Regarding participation in Zonal Youth Festival from 19th Oct. 2021 to 21st Oct. 2021, the college students participated in 31 Items among which 25 Items got prizes. Our college won '1st Runner-up' Trophy in 'Zonal Youth Festival' at Guru Nanak Dev University.
- ❖ Regarding participation in series of competitions held at ARNI University, Pathankot from 29-31 Oct 2021 Our Science exhibition project on "Sustainable Development" got first cash prize of 11,000 Rs. And Many more prizes were bagged by our students in other competitions
- ❖ House exams of all UG and PG classes commenced from 08 Nov 2021 to 18th Nov 2021.
- ❖ Regarding "Sweep Awareness Campaign" NSS and Fine Arts department organized poster making competition on 23rd November 2021 to create awareness among students focusing their "Right to Vote"
- ❖ Regarding organisation of Trip on 27th Nov 2021, ECO Club organised trip to Science City and on 11th Dec. 2021, PG department of Commerce organised trip to Sadda Pind.
- ❖ Placement Cell organized Seminar on "Career Counselling" on 29th November, 2021. Ms. Palvi Nayyer, Project Manager and Ms. Kamna Jaryal, Business development Manager, Rozgar Map Gurdaspur (Powered by SPRN Entrepreneurs Pvt. Limited) guided the students about the interview skills and career awareness. More than 100 students from various streams attended this Seminar.
- ❖ On 4th Dec 2021, World AIDS Day was observed by NSS Department. An Awakening lecture to spread awareness about AIDS was delivered by Mrs. Sunita Verma, Head of Zoology Department.
- ❖ Regarding "Career Opportunities in Psychology" Department of Psychology organized webinar on the topic "Career Opportunities in Psychology" On 4th Dec 2021. Dr. Zahoor Ahmed Lone, Assistant Professor, department of Psychology, Lovely Professional University, Phagwara was the eminent speaker of the day.
- ❖ Regarding "Cyber Security Awareness Campaign" "Poster making and Power Point presentation" competitions were conducted on 6th Dec 2021.



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SHANTI DEVI ARYA MAHILA COLLEGE

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Regarding Grievances of Women Sexual Harassment and Ragging Cases:

No case of sexual harassment and Ragging was seen in the College Campus

Reena Talwar
Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

PRINCIPAL

Dr. Reena Talwar



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Ref. No. 5365. SD.A / GEN.

Date: 25.1.2021

Circular/Notice

Date: 25.1.2021

Time: 12:00 pm

Organizer: Grievance Redressal Cell

Venue: Virtual Mode

Grievance Redressal Cell of Shanti Devi Arya Mahila College is going to Organise a meeting of the members of Grievance redressal Cell on **27.1.2021 (Wednesday)** at 12:00 pm for the 2nd meeting of academic year 2020-2021. To discuss the General Grievances as well as Grievances of Women Sexual Harassment and Ragging Cases, collected from Various modes i.e., Mentor Mentee meetings, Meeting with CRS, Offline/Online mode General grievances of the students and From Complaint box.

*Hardeep Singh / B.R.
Sunita*

Soradeep Singh


Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

Principal



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MINUTES OF MEETING

To all the members of Grievance Redressal Cell (Internal Complaint Committee Members)

Sub: Convening the **Online Meeting** of the members of Grievance redressal Cell on 27.1.2021 (Wednesday) at 1.15 pm in the Principal office for 2nd meeting of the academic year 2020-2021.

With reference to the subject cited above, I am sending the agenda of the **virtual meeting** for your kind perusal. You are kindly requested to make it convenient to attend the **virtual meeting**.

Internal Complaint Committee Members
Shanti Devi Arya Mahila College, Dinanagar

Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1	Mrs. Ratna Sharma: (Chairperson)	Principal	9888535868
2	Dr. Maneeta Kahlon	Assoc. Prof. In English	9914366696
3	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
4	Mrs. Sunita Verma	Assoc. Prof. in Zoology	9915613204
5	Mrs. RandeepDhoot	Assoc. Prof. in Pol Sci.	9465071447
6	Dr. KulwinderKaur	Assoc. Prof. in Punjabi	9465471182
7	Mrs. Deepak Jyoti	Asstt. Prof. in Comp.Sci.	8427201501
8	Mr. Sandeep Ohri (External Member)	Advocate	9855006959



Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

PRINCIPAL



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Agenda :

To discuss the general Grievances as well as Grievances of Women Sexual Harassment and Ragging Cases, collected from Various modes i.e., Mentor Mentee meetings, Meeting with CRs, Offline/Online mode General grievances of the students and From Complaint box.

General grievances

- Regarding Electoral Literacy programmes
- Students to create ABCid under NEP policy.
- Regarding physical fitness of women
- Regarding University exams
- Regarding celebration of Science Day
- Regarding alumni association scholarships
- Regarding knowledge about IPR
- Regarding Legal Rights and Women Empowerment
- Regarding Celebration of World Biodiversity day
- Regarding placement of students
- Regarding hobby classes
- Regarding changing scenario of life in Covid-19
- Regarding Celebration of "World Environment Day"
- Regarding Participation in Online Inter-College Cultural Festival
- Regarding Participation in Online Yoga Classes
- Regarding Participation in online Anti- Drug campaign

➤ **Grievances of Women Sexual Harassment and Ragging Cases** :To address cases of sexual harassment and ragging, rules were discussed in the meeting. If a complaint of Women Sexual harassment or ragging is found, she may submit a written complaint to the internal complaint committee regarding sexual harassment and ragging.



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Action taken on suggestions and Grievance redressal

- ❖ National voter's day was observed to make the students aware about Electoral Literacy programme on 25th Jan, 2021
- ❖ Students created Academic Bank of creditsid (under NEP policy) under the guidance of Prof. SunitaVerma. They were made aware about the importance of ABC id.
- ❖ Regarding Physical fitness of women on 4th Feb,2021: "World Cancer Awareness Day" was organized during which Dr.AnanyaBabbar, Gynecologist, Babbar hospital, Gurdaspur was the main speaker.
- ❖ Regarding University Examination of UG Sem I, III, V/ PG Sem I and III/UG & PG Diplomas Sem I , were commenced from 15th Feb,2021 to 5thApril,2021
- ❖ Regarding celebration of Science Day,Seminar was organized during which Eminent Resource Persons was Dr.Arvinde Kaur, professor in the Department of Zoological sciences, GNDU, ASR.
- ❖ Regarding scholarships, Alumni Association of College sponsored scholarships to students on 6th May 2021 .
- ❖ Scholarships were given to students by Human Welfare Society also on 19th June2021.
- ❖ Sita Ram Jindal Foundation also provides scholarships to needy but meritorious students of our college.
- ❖ College also provided freeship to poor students, Fatherless students.
- ❖ SC students , Single girl child , Minorities Students were also guided to apply for scholarships.
- ❖ Regarding knowledge about IPR"Intellectual Property Rights" National Webinar was organized on 14th May 2021.
- ❖ Regarding Legal Rights and Women Empowerment, national webinar on Legal Rights and Women Empowerment was organized on 17th May 2021
- ❖ Online celebration of World Biodiversity day was organised during which DrJagbir Singh, DrDaizy,Dr. S.S Hundal were the Resource Persons. The students were made aware about conservation of Biodiversity.
- ❖ Regarding placement of students on 31st May 2021, Science department in association with CLINI INDIA organized Webinar on "Importance Of Profession Ready Training And Placement Program" *In Clinical ResearchPharmaco-vigilance And Associated Domains, and Under the supervision of placement cell coordinator Mrs. Deepak Jyoti.
- ❖ Regarding changing scenario of life in Covid-19, PG department of Hindi organized an International Webinar on "Changing Scenario of life in Covid-19" on 2nd June 2021.
- ❖ Regarding hobby classes from 8th June to 16th June 2021, Online free hobby classes were organised by Computer Science, Home Science, FD, Cosmetology, Fine Arts and Physical Education departments.
- ❖ Regarding Celebration of "World Environment Day, on 5th June 2021 online Various Online competitions like Postermaking, Slogan writing andQuiz were organized.
- ❖ Regarding Participation in Online Inter-College Cultural Festival, on 17th June 2021: Students of our college participated in Online Inter-College Cultural Festival : Golden Spirits" 2021 organized by S.L.BAWA DAV College, Batala. Our College bagged Champions Trophy.
- ❖ Regarding Participation in online yoga classes on 21st June2021, One day online Webinar on "Yoga for Immunity, Respiratory & Emotional well-Being" was organized by Physical Education and NSS departments in collaboration with Isha Foundation to celebrate International Yoga Day.



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From Isha Foundation Dr. Monica Gupta played active role in organizing this webinar and Miss Tayagini, Yoga expert was the moderator of this event.

- ❖ Regarding Participation in online Anti- Drug campaign from 23rd -24th June2021: The students of NCC, NSS, Science departments attended webinar on Anti- Drug campaign organized by Punjab government.

Regarding Grievances of Women Sexual Harassment and Ragging Cases:

No case of sexual harassment and Ragging was seen in the College Campus



PRINCIPAL
Mrs. Ratna Sharma



01875-220344, 221382



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Ref. No. 5282. SD.A / GEN.

Date: 15.7.2020

Circular/Notice

Date: 15.7.2020

Time: 12:00 PM

Organizer: Grievance Redressal Cell

Venue: Virtual Mode

To all the members of Grievance Redressal Cell (Internal Complaint Committee Members):

Grievance redressal Cell, Anti –Sexual Harassment and Anti –Ragging Committee of Shanti Devi Arya Mahila College, Dinanagar is going to Organise a meeting of the members of Grievance redressal Cell on **16.7.2020 (Thursday)** at 1.15 pm for the 1st meeting of academic year 2020-2021 to discuss the Grievances collected from various modes i.e., Mentor Mentee meeting, Meeting with CRS, Offline/Online mode General grievances of the students and From Complaint box to resolve the issues faced by the students and to enhance their capabilities.



Principal



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MINUTES OF MEETING

Online Meeting: 16.7.2020 (Thursday)

Meeting Notice: Date: 15.7.2020

Sub: Convening the **Online Meeting** of the members of Grievance redressal Cell on **16.7.2020 (Thursday)** at 1.15 pm in the Principal office for the 1st meeting of academic year 2020-2021.

With reference to the subject cited above, I am sending the agenda of the **virtual meeting** for your kind perusal. You are kindly requested to make it convenient to attend the **virtual meeting**.

Internal Complaint Committee Members

Shanti Devi AryaMahila College, Dinanagar

Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1	Mrs. Ratna Sharma: (Chairperson)	Principal	9888535868
2	Dr. Maneeta Kahlon	Assoc. Prof. In English	9914366696
3	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
4	Mrs. Sunita Verma	Assoc. Prof. in Zoology	9915613204
5	Mrs. RandeepDhoot	Assoc. Prof. in Pol Sci.	9465071447
6	Dr. KulwinderKaur	Assoc. Prof. in Punjabi	9465471182
7	Mrs. Deepak Jyoti	Asstt. Prof. in Comp.Sci.	8427201501
8	Mr. Sandeep Ohri (External Member)	Advocate	9855006959



PRINCIPAL



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Agenda :

To discuss the General Grievances as well as Grievances of Women Sexual Harassment and Ragging Cases, collected from Various modes i.e., Mentor Mentee meetings, Meeting with CRS, Offline/Online mode General grievances of the students and From Complaint box.

General grievances

- Regarding downloading COVA app
- Regarding Admissions during Covid-19 period
- Regarding time table
- Regarding Poor students fees problem
- Regarding International Webinar
- Regarding Classes for all semester students
- Awareness about Covid-19
- Regarding skill enhancement of students
- Regarding house exams
- Regarding Cleanliness of the college
- Regarding constitution of India
- Regarding fundamental duties
- Regarding winter vacations
- Regarding cultural program
- Regarding House exams
- **Grievances of Women Sexual Harassment and Ragging Cases** : To address cases of sexual harassment and ragging, rules were discussed in the meeting. If a complaint of Women Sexual harassment or ragging is found, she may submit a written complaint to the internal complaint committee regarding sexual harassment and ragging.



PRINCIPAL
Mrs. Ratna Sharma



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Action taken on suggestions and grievance redressal

- ❖ 17th June 2020: According to directions of State Govt. COVA App was downloaded by Staff & Students to make Mission 'Fateh' a Success.
- ❖ Regarding Admissions during Covid-19 period on 1st July,2020: admission process Started for BA 1st sem.
- ❖ On 11thAugust : International Webinar on "Recent Advances in Physics" was organised.
- ❖ 17 Aug , 2020 : online classes were started for all semester students
- ❖ Time table was adjusted as per requirement of students.
- ❖ Sita Ram Jindal Foundation provides scholarships to needy but meritorious students of our college.
- ❖ College also provided freeship to poor , needy, deserving, meritorious, fatherless students.
- ❖ SC students , Single girl child , Minorities Students were also guided to apply for scholarships.
- ❖ Human Welfare Society and Alumni Association also provides scholarships to poor and needy students.
- ❖ On 29th Sept, 2020: JagruktaSaptah against Covid-19 was observed
- ❖ For skill enhancement of students F.D and Cosmetology departments organized Diyas making competitions and Mehendi competitions respectively on 3 Nov, 2020 and 13th Nov, 2020.
- ❖ 16th Nov,2020 to 25th Nov, 2020 online house exams of all UG & PG classes were started .
- ❖ On 7th Dec, 2020 Cleanliness of the college was carried out by NCC department under the guidance of ANO DrAnjna Malhotra.
- ❖ To make the students aware about constitution of India , Special Documentary on Dr. Ambedkar was shown through Online Mode on 8th Dec, 2020.
- ❖ To make the students aware about fundamental duties Online debate on fundamental duties was organized on 9th Dec,2020
- ❖ Cleanliness derive was organised by observing SwachhataPakhwadafrom15th Dec,2020 to 29th Dec. 2020
- ❖ Winter vacations Commenced from 23rd Dec, 2020 to 10th Jan,2021.
- ❖ Regarding cultural program on 24th Dec., 2020 Cultural program 'Lok utsav' was organized. In which North Zone Cultural Centre Patiala sponsored folk dances of Nine States were performed
- ❖ Offline house exams of 3rd sem&5th sem for UG & PG classes to commenced 28th Dec, 2020 to 9th Jan,2021

❖ **Regarding Grievances of Women Sexual Harassment and Ragging Cases:**
No case of sexual harassment and Ragging was seen in the College Campus

Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

PRINCIPAL



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Ref. No. 5166. SD.A / GEN.

Date: 20.3.2020

Circular/Notice

Date: 20.3.2020

Time: 12:00 PM

Organizer: Grievance Redressal Cell

Venue: Virtual Mode

Grievance Redressal Cell of Shanti Devi Arya Mahila College is going to Organize **Online meeting** of the members of Grievance redressal Cell on **21.3.2019 (Saturday)** at 1.15 pm for the 2nd meeting of academic year 2018-2019.

To discuss the Grievances related to students, their study, maintaining discipline in Covid-19 times and solving the issues.



(Principal)



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MINUTES OF MEETING

Online Meeting: 21.3.2020 Saturday Meeting Notice: Date: 20.3.2020

Sub: Convening the **Online Meeting** of the members of Grievancedressal Cell on 21.3.2020 Saturday at 1.15 pm in the Principal office for the 2nd meeting academic year 2019-2020.

Internal Complaint Committee Members

Shanti Devi Arya Mahila College, Dinanagar

Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1			
2	Dr. Parabjit Kaur (Coordinator)	Assoc. Prof. in Punjabi	9463255696
3	Dr. Maneeta Kahlon	Assoc. Prof. In English	9914366696
4	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
5	Mrs. Sunita Verma	Assoc. Prof. in Zoology	9915613204
6	Mrs. Randeep Dhoot	Assoc. Prof. in Pol Sci.	9465071447
7	Dr. Kulwinder Kaur	Assoc. Prof. in Punjabi	9465471182
8	Mr. Sandeep Ohri (External Member)	Advocate	9855006959


 Principal
 Shanti Devi Arya Mahila College
 Dinanagar (Distt. Gurdaspur)

(Principal)



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Agenda for Redressal measures:

To discuss the Grievances collected from Various modes i.e., Mentor Mentee meeting, Meeting with CRS, Offline/Online mode General grievances of the students and From Complaint box.

General grievances

- Regarding Time-table.
- To start Value-added "AddOn Courses"
- Skill based Textile printing
- Cleanliness problem
- Entrepreneurship Awareness Programme to be conducted
- National Voter's Day to be celebrated
- "World Cancer Awareness Day" to be organized.
- Annual Athletic Meet to be organized
- National Seminar on "Intellectual Property Rights" to be organized
- To distribute masks among students and people of nearby areas.
- Requisition to increase the speed of Wi-Fi
- Pandemic situation of covid-19
- House Examinations of UG & PG Classes
- Covid -19 problem
- 20th March, 2020 Teachers to work from home according to University direction
- Online admission cum Registration
- Distribution of masks
- Summer Vacations
- Online Celebration of International Biodiversity Day on Cisco webex app.
- Campus Placement : A webinar to be organized
- To fight against critical situation of Pandemic Of Covid-19
- Reopening of College after summer holidays
- COVA app to be downloaded by Staff & Students to make Mission 'Fateh' a Success
- Participation in online Competitions
- Online celebration of International Yoga Day.
- **Grievances of Women Sexual Harassment and Ragging Cases** : To address cases of sexual harassment and ragging, rules were discussed in the meeting. If a complaint of Women Sexual harassment or ragging is found, she may submit a written complaint to the internal complaint committee regarding sexual harassment and ragging.

Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

Mrs. Ratna Sharma (Principal)



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Action taken on suggestions and grievance redressal

- ❖ Time table was adjusted as there was some clash in the periods told by the students.
- ❖ 8th Jan, 2020 : Value-added “Add on Courses” were started
- ❖ Skill based Textile printing was organised on 15th Jan, 2020&16th Jan,2020
- ❖ 30thJan,2020 : SwachhtaPakhwada 2020 was observed byorganizing numerous activities likecleanliness Drive, Tree Plantation,Seminars, Best out of wastecompetitions etc.
- ❖ 22nd Jan,2020 : EntrepreneurshipAwarenessProgramme was conducted.
- ❖ 25th Jan, 2020:Awareness was given about Electoral literacy by celebrating National Voter’s DayandOath taking ceremony.
- ❖ 4th Feb, 2020: "World CancerAwareness Day" was organizedDr.SurinderKaurPannu was the Resource Person.
- ❖ 3rd March,2020: AnnualAthleticMeet was organized, so that students participatein sports activities.
- ❖ 9th March2020.National Seminaron "IntellectualProperty Rights" was organized
- ❖ 11th March to21st March,2020: House Examinations of UG& PG Classes were commencedso that students know how much is their preparation for final GNDU exams.
- ❖ 14th March,2020: **Due to Covid -19**Students were advised to stayhome and stay safe.
- ❖ 20th March,2020: Teachers to workfromhomeaccording toUniversitydirections.
- ❖ 15th April Online admissioncumRegistration form were madeoperationalonCollege Website
- ❖ 8th May,2020: Fashion DesigningDepartment of the collegedistributed masks
- ❖ 15 May to 15June, 2020: Summer Vacations .
- ❖ 22nd May,2020: Due to Covid-19 online Celebration of International BiodiversityDay on Cisco web-ex app.
- ❖ 30th May,2020:for the purpose of campus placement, a webinar was organized
- ❖ 6th June 2020: To fight against critical situation of Pandemic of Covid-19 , The NSS Program Officers and NSS volunteers distributed Masks to200 Inmates ofLeperscolonyDinanagar.
- ❖ 6th June 2020: Campus Placement cellorganized a talk for final year student.
- ❖ 16th June2020: College reopenedaftersummerholidays.
- ❖ 17th June2020: According todirections of StateGovt. COVA app was downloadedbyStaff& Students tomakemission'Fateh' a Success.
- ❖ 24th June2020: The students of PG department ofFashion Designing participated in
- ❖ Mission FATEH state level onlinecompetition. Thestudents submitted articles undercategories.(1)Face maskdesign(2)poster making (3) homemadesanitizer.
- ❖ 21st June 2020: online celebration ofInternational Yoga Day. Theme of 6thInternational Yoga Day was YOGA @HOME and yoga with family

Regarding Grievancesof Women Sexual Harassment and Ragging Cases:

No case of sexual harassment and Ragging was seen in the College Campus

Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

Mrs. Ratna Sharma
(Principal)



01875-220344, 221382



sdamcollegednn1968@gmail.com



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Ref. No. 4861. SD.A / GEN.

Date: 30.7.2019

Circular/Notice

Date: 30.7.2019

Time: 12.15 pm

Organizer: Grievance redressal Cell, Anti-Sexual Harassment and Anti-Ragging Committee (Internal Complaint Committee)

Shanti Devi Arya Mahila College, Dinanagar is going to Organise a meeting of the members of Grievance redressal Cell , Anti –Sexual Harassment and Anti –Ragging Committee on **1.08.2019 (Thursday)** at 1.15 pm in the Principal office for the 1stmeeting of academic year 2019 -2020. To discuss the Grievances collected from various modes i.e., Mentor Mentee meeting, Meeting with CRS, Offline/Online mode, General grievances of the students and From Complaint box. To resolve the issues faced by the students and to enhance their capabilities.

*Principal
Sunita
Sonalee*


Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

Principal



01875-220344, 221382



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SHANTI DEVI ARYA MAHILA COLLEGE

Dinanagar (Distt. Gurdaspur)-143531

ESTD. 1968

Affiliated to GNDU, Amritsar | A Multi-Faculty Post-Graduate Women College

Re-Accredited by NAAC with 'A' Grade

College with Potential for Excellence Status by UGC, Green Champion Award by MGNCRE (Govt. of India)



MINUTES OF MEETING

To all the members of Grievance Redressal Cell (Internal Complaint Committee Members)

Sub: Convening the meeting of the members of Grievance redressal Cell on 1st August 2019 (Thursday) at 1.15 pm in the Principal office for the 1st meeting of academic year 2019-2020.

With reference to the subject cited above, I am sending the agenda of the meeting for your kind perusal. You are kindly requested to make it convenient to attend the meeting.

Shanti Devi Arya Mahila College, Dinanagar

Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1	Mrs. Ratna Sharma: (Chairperson)	Principal	9888535868
2	Dr. Parabjit Kaur (Coordinator)	Assoc. Prof. in Punjabi	9463255696
3	Dr. Maneeta Kahlon	Assoc. Prof. In English	9914366696
4	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
5	Mrs. Sunita Verma	Assoc. Prof. in Zoology	9915613204
6	Mrs. Randeep Dhoot	Assoc. Prof. in Pol Sci.	9465071447
7	Dr. Kulwinder Kaur	Assoc. Prof. in Punjabi	9465471182
	Mr. Sandeep Ohri (External Member)	Advocate	9855006959

Principal
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Dinanagar (Distt. Gurdaspur)

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Agenda :

To discuss the Grievances collected from various modes i.e., Mentor Mentee meeting, meeting with CRS, Offline/Online mode general grievances of the students and from complaint box.

General grievances

- Regarding admissions, filling application Forms.
- Regarding bus facility
- Washrooms and toilets problem
- Regarding time table
- Regarding fee concessions
- Regarding scholarships
- Regarding cleanliness
- Regarding skill enhancement activities.
- Regarding participation in sports activities.
- Natural ways to achieve holistic health.
- Organization of 'Blood Group Determination Camp'.
- To make the students aware about their physical fitness and eating habits and suggestion to practice yoga.
- "Understanding Mental Illness"
- Regarding house examinations
- Regarding remedial Classes
- 'Swachhta' campaigns
- 'NatikSikhiya' competitive examination for Scholarships
- To organise skill based workshops.
- Regarding Organization of Trip to PushpaGujral Science City, Kapurthala
- Regarding parent- teacher meetings
- Computer Science training
- To organize placementdrive
- To organize counselling camps.
- To organise workshop on "Career planning and personality development"
- To ensure the students physical, psychological and emotional wellbeing, to protect students from any threat and assault, physical, social, discriminatory, cultural and linguistic causing psychological distress among students.
- To provide protection to ensure the well being of students to work and study in a friendly environment.
- To recommend suitable redressal measures of the Grievances at appropriate time.



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- **Grievances of Women Sexual Harassment and Ragging Cases** : To address cases of sexual harassment and ragging, rules were discussed in the meeting. If a complaint of Women Sexual harassment or ragging is found, she may submit a written complaint to the internal complaint committee regarding sexual harassment and ragging.

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Action taken on suggestions and grievance redressal

- ❖ CRs assisted the new students to fill application forms.
- ❖ The information regarding Bus facility route was put up on Notice Board.
- ❖ Washrooms/ Toilets were regularly checked and cleaned.
- ❖ Time table was adjusted as per requirement of students.
- ❖ Fee concessions were given to the needy, deserving, meritorious, fatherless students.
- ❖ Sita Ram Jindal foundation scholarships forms filled by the students under the guidance of Prof. SunitaVerma, so that needy students can avail scholarships by SRJF.
- ❖ To make the students aware about Cleanliness of environment, Seminar on Vermicomposting (solid wastemanagement) and water conservation was held on 6th August, 2019.
- ❖ Regarding Skill enhancement activities, Three days workshop for skill enhancement was organised by Fashion Designing on dated 8th to 10thAugust 2019
- ❖ 'Rakhi Making Competition' for skill enhancement was organised by Fashion Designing on 14th August,2019
- ❖ Regarding participation in sports activities, students participated in All India Inter-varsity Fencing Competition at GNDU Amritsar on 23rd August, 2019
- ❖ A lecture was organized by Mr. Ranjit Singh of Shine Care India Ltd from Chandigarh, to make the students aware about natural ways to achieve holistic health on 23rd August,2019
- ❖ Blood Group Determination Camp was organised on 10th Sept.,2019 so that students may know their Blood Groups if there is any need of blood transfusion.
- ❖ Lectures were organized during PosanMaah on Iron Deficiency-Anemia and Role of Calcium in Maintaining health of women by Ms.MinnaBagga Specialist in Nutrition and Dietetics from S R Govt college Amritsar and Mrs.Guljeetkaur Sr. Dietitian from Fortis Escort Hospital Amritsar on 14th Sept.,2019
- ❖ On 21stSept.,2019 "EnlightenmentMinds" The Psychology Club organized an Extensionlecture on "Understanding Mental illness"
- ❖ 27th Sept. to 9th October,2019 House Examinations were conducted for UG & PG Classes so that students can revise their syllabus for better performance in GNDU Exams.
- ❖ Remedial Classes were commenced on 9th Oct, 2019
- ❖ On 14th October,2019 NatikSikhiya competitive examination was organized by GuruGobindSinghStudy circleGurdaspur for Scholarships purpose
- ❖ On 16th October,2019 Swachhtacampaign for Cleanliness of the College was held by NCC Cadets in College campus.
- ❖ On 17th October,2019 FashionDesigning department organized exhibition cum sale on Karvachauth
- ❖ Regarding skill based workshops, from 23rd to 26thOctober, 2019, FashionDesigning dept. organized Diyamaking competition on the occasion of Diwali.



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- ❖ Regarding skill based workshops, on 17th October, 2019, Department of Cosmetology organized Mehandimela on Karvachauth
- ❖ 25th October, 2019: Science Department organized Trip to Pushpa Gujral Science City, Kapurthala
- ❖ On 30th October, 2019, Parents Teachers Meet was held and parents' queries were addressed.
- ❖ Regarding Computer Science training, from 11th Nov, to 28th Nov, 2019 Computer Science & IT Dept. organized 15 days training for skill enhancement.
- ❖ Regarding participation in Sports activities, From 18th Nov to 20th Nov, 2019 and 8th Dec, 2019, Sports students participated in Intercollege Athletics competition held at GNDU Amritsar and DAV College, Amritsar respectively
- ❖ 1st Nov. 2019 to 8th Jan, 2020, University Examination of Sem I, III, V started.
- ❖ Regarding Sports, from 5th Dec, 2019 to 10th Jan, 2020, students participated at Dharkalan Pathankot.
- ❖ Regarding Sports on 28th Dec, 2019, Sports students participated in InterCollege Fencing competition held at GNDU, Amritsar.

Regarding Grievances of Women Sexual Harassment and Ragging Cases:

No case of sexual harassment and Ragging was seen in the College Campus



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Ref. No. 4773. S.D.A / GEN. Date: 28.1.2019

Circular/Notice

Date: 28.1.2019

Time: 1.15 pm

Shanti Devi Arya Mahila College, Dinanagar is going to Organise a meeting of the members of Grievance redressal Cell , Anti –Sexual Harassment and Anti –Ragging Committee on **30.1.2019 (Wednesday)** at 1.15 pm in the Principal office for the 2nd meeting of academic year 2018-2019 to discuss the Grievances related to students and solving the issues.

*Qazi I. B.
Principal
Sunita
Secretary*



Principal



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MINUTES OF MEETING

Meeting: 30.1.2019 (Wednesday) Meeting Notice: Date: 28.1.2019

Sub: Convening the meeting of the members of grievance redressal Cell on **30.1.2019 (Wednesday)** at 1.15 pm in the Principal office for 2nd meeting of the academic year 2018-2019.

Internal Complaint Committee Members

Shanti Devi Arya Mahila College, Dinanagar

Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1	Mrs. Ratna Sharma: (Chairperson)	Principal	9888535868
2	Dr. ParabjitKaur (Coordinator)	Assoc. Prof. in Punjabi	9463255696
3	Dr. ManeetaKahlon	Assoc. Prof. In English	9914366696
4	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
5	Mrs. SunitaVerma	Assoc. Prof. in Zoology	9915613204
6	Mrs. RandeepDhoot	Assoc. Prof. in Pol Sci.	9465071447
7	Dr. KulwinderKaur	Assoc. Prof. in Punjabi	9465471182
8	Mr. Sandeep Ohri (External Member)	Advocate	9855006959



Principal



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Agenda of Grievance redressal:

- Fee problem faced by poor students
- Regarding scholarships
- Regarding skill enhancement
- Regarding bus facility
- About clean drinking water
- Washrooms/ Toilets Cleanliness.
- About time-table
- To conduct psychological test on academic achievements
- To organise parent-teacher meetings
- Regarding house examinations
- Participation in sports activities
- To see if there is any case of sexual harassment and ragging



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Action taken on suggestions and grievance redressal

- ❖ Regarding Poor Students fees problem, Religious study exam was conducted by SGPC, Amritsar at Shanti Devi Arya Mahila College Dinanagar dated 1st and 2nd Feb 2019 so that needy students can avail scholarships by SGPC.
- ❖ Sita Ram Jindal foundation scholarships forms filled by the students dated 1st Feb, 2019 under the guidance of Prof. Sunita Verma, so that needy students can avail scholarships by SRJF.
- ❖ Fee concessions were given to the needy, deserving, meritorious, fatherless students.
- ❖ Regarding skill enhancement, Dept. of Cosmetology organized workshop on "Beauty culture and skin care dated 20th February, 2019.
- ❖ The information regarding 'Bus facility' route was put up on notice board.
- ❖ Washrooms/ Toilets were regularly checked and cleaned.
- ❖ Time table was adjusted as per requirement of students.
- ❖ A Psychological test on Academic Achievement was conducted for motivation of students of various departments by "Enlightened Minds" The Psychology Club on dated 9th February, 2019
- ❖ Students participated in inter college 'Taekwondo Competition' held at GNDU Amritsar on 26th February, 2019 & 2nd April, 2019
- ❖ Parent- Teacher Meeting was held on 2nd April, 2019 to discuss student's progress.
- ❖ 1st May, 2019 onwards University Examinations for II, IV & VI Semester started.
- ❖ For healthy life style "International day of Yoga" was celebrated on 21st June, 2019.

Regarding Grievances of Women Sexual Harassment and Ragging Cases:

No case of sexual harassment and Ragging was seen in the College Campus

Principal
Shanti Devi Arya Mahila College
Dinanagar (Distt. Gurdaspur)

PRINCIPAL
Mrs. Ratna Sharma



01875-220344, 221382



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Ref. No. 4604. SD.A / GEN.

Date: 28.7.2018



Circular/Notice

Date: 28.7.2018

Time: 1.15 pm

To all the members of Grievance Redressal Cell (Internal Complaint Committee Members):

Shanti Devi Arya Mahila College, Dinanagar is going to Organise a meeting of the members of Grievance redressal Cell, Anti –Sexual Harassment and Anti –Ragging Committee on 30.7.2018 (Monday) at 1.15 pm in the Principal office.

Sub: To discuss the Grievances collected from various modes i.e., Mentor Mentee meeting, Meeting with CRS, Offline/Online mode General grievances of the students and From Complaint box to resolve the issues faced by the students and to enhance their capabilities.

*Principal
Vice-Principal
Secretary*



Principal



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MINUTES OF MEETING

Sub: Convening the meeting of the members of Grievance redressal Cell on **30.7.2018 (Monday)** at 1.15 pm in the Principal office for the 1st meeting of academic year 2018-2019.

Internal Complaint Committee Members

Shanti Devi Arya Mahila College, Dinanagar

Sr. No.	Internal Complaint Committee Members	Designation	Phone Number
1	Mrs. Ratna Sharma: (Chairperson)	Principal	9888535868
2	Dr. ParabjitKaur (Coordinator)	Assoc. Prof. in Punjabi	9463255696
3	Dr. ManeetaKahlon	Assoc. Prof. In English	9914366696
4	Dr. Sushma Gupta	Assoc. Prof. in Botany	9465471182
5	Mrs. SunitaVerma	Assoc. Prof. in Zoology	9915613204
6	Mrs. RandeepDhoot	Assoc. Prof. in Pol Sci.	9465071447
7	Dr. KulwinderKaur	Assoc. Prof. in Punjabi	9465471182
8	Mr. Sandeep Ohri (External Member)	Advocate	9855006959


 Principal
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Agenda

General grievances

- Regarding the application form to be filled during admission
- Poor Students fees problem
- Regarding Traffic Rules
- Regarding cleanliness and environment protection
- To make the students aware about their physical fitness and eating habits and suggestion to practice yoga.
- To arrange blood group determination camp
- To organize Placement Drive
- To organize Counselling Camps
- To organise Workshop on "Career planning and personality development"
- To organise skill based workshops for Skill enhancement activities
- About Time-table
- About House Examination
- Participation in sports activities
- To provide protection to ensure the wellbeing of students to work and study in a friendly environment.
- To recommend suitable redressal measures of the Grievances at appropriate time.
- To ensure the physical, psychological and emotional wellbeing of students, and protect them from any threat and assaults-whether physical, social, discriminatory, cultural, or linguistic- that cause psychological distress
- **Grievances of Women Sexual Harassment and Ragging Cases:** To address cases of sexual harassment and ragging, rules were discussed in the meeting. If a complaint of Women Sexual harassment or ragging is found, she may submit a written complaint to the internal complaint committee regarding sexual harassment and ragging.



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Action taken on suggestions and grievance redressal

- CRs and teachers assisted the students and interacted with their parents during admissions.
- Students were given guidance about various Non-Government bodies which provide scholarships to needy but meritorious students belonging to general category.
- Guidance given to SC students as well as others with regard to scholarship schemes and help if there is any problem encountered while applying for scholarship.
- Fee concessions were given to the needy, deserving, meritorious, fatherless students.
- The students were made aware about traffic rules by Traffic cell Department on 1st August, 2018.
- A Seminar was organised on cleanliness and environment protection on 4th August, 2018.
- Regarding physical fitness, lecture on female hygiene and for prevention of cancer was organised by Dr. Pannu on 25th August, 2018. She suggested good eating habits and to practice yoga for healthy life style.
- Blood group determination camp was organised on 8.9.2018 so that students may know their blood groups if there is any need of blood transfusion.
- Workshop on "Career planning and personality development" was organised on 18.9.2018
- Regarding cleanliness and environment protection, Workshop on Vermicomposting-recycling waste into compost to make the students aware about cleanliness of environment on 22nd Sept. 2018 organised by Life Science department.
- Books were acquired for the book bank and distributed to the deserving students.
- Regular yoga classes were conducted for students.
- Washrooms/ Toilets were regularly checked and cleaned.
- Time table was adjusted and clash problem in the periods was solved.
- House Exams for UG & PG Classes were conducted from 8th to 18th October, 2018.
- Regarding Participation in Sports activities, Students participated in Inter College Sports Competition in athletics dated 26th to 29th Oct. 2018 at GNDU Campus Amritsar.
- For Skill enhancement of students, Fashion Designing Dept. Organized Diya making competition dated 6th Nov, 2018. Workshop on Tie and Dye was also organized for skill enhancement.

Regarding Grievances of Women Sexual Harassment and Ragging Cases:

No case of Sexual harassment and Ragging was seen in the College Campus.

Principal
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Dinanagar (Distt. Gurdaspur)

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