



St. Xavier's College Jaipur

*Affiliated to University of Rajasthan, Jaipur
Approved under Section 2(f) and 12(B) of UGC Act, 1956*

ANTI-RAGGING CELL

Annual Report 2022-2023

1. About the Committee

Fostering a culture of character, compassion, and competence while prioritizing ethical judgment and social integration is vital for the holistic development of students. St. Xavier's College's commitment to implementing strict anti-ragging measures in line with Supreme Court guidelines and UGC regulations is commendable, as it ensures the safety and well-being of all students, fostering a conducive learning environment.

2. Member Details:

The following are the members of the Anti – Ragging Cell for the academic session 2022 – 2023.

Anti-Ragging		
S. No.	Name	Position
1	Dean Student Affairs	Coordinator
2	Heads of Departments	Member
3	Dr Ajay Kr Dandotiya	Member
4	Mr Dinesh, Standing Counsel, Rajasthan High Court, Jaipur	Member
5	Ms Aparna Joshi, President, Xavier College Alumni (XCA)	Member
6	Ms Payal Singh, Parent Representative, Vice-principal, Children's Academic.	Member
7	Dr Dharamveer Yadav, Staff Secretary, St Xavier's College, Jaipur.	Member
8	Coordinator, IQAC, St. Xavier's College, Jaipur	Member
9	Coordinator, University Affairs, St. Xavier's College, Jaipur	Member
11	President, Students' Council, St. Xavier's College, Jaipur	Member

3. Objectives

- Preside over all the meetings and take the final decision related to the anti-ragging committee.
- Follow proper guidelines given by the UGC and DCE related to 'anti-ragging policy'.
- Ensure that there is a proper investigation of the facts and figures related to the problem and written complaints without prejudging or commenting.
- Keep a record of registered written complaints received and the status of the action taken.
- Follow documentation of the procedures and of all necessary steps taken to resolve the problem/complaint.
- Redress ragging complaints promptly or within the stipulated time period.

Principal

St. Xavier's College Jaipur
Nevta-Mahapura Road, Jaipur



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4. Details of the Activities Organised

We commenced the academic journey with comprehensive orientation sessions for our freshers, shedding light on our anti-ragging policy, the grave repercussions of ragging, and the channels for reporting incidents. Moreover, students were acquainted with peer support networks and counseling avenues available on campus.

5. Future Plan for the Next Academic Year

Expanding the reach of our awareness campaigns to ensure universal understanding of the repercussions of ragging and the imperative of reporting incidents.

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Anti-Ragging Cell

Annual Report 2021-2022

1. About the Committee

It's commendable to hear about St. Xavier's College's commitment to fostering character, compassion, and competence among its students, while also prioritizing ethical judgment and social integration. It's equally important that they have taken a firm stance against ragging incidents by strictly adhering to Supreme Court guidelines and implementing a comprehensive anti-ragging policy aligned with UGC regulations and government directives. Such measures are crucial for creating a safe and conducive academic environment for students.

2. Details of the Members

The following are the members of the Anti-Ragging Cell for the academic session 2021 – 2022:

Anti-Ragging Cell		
S. No.	Name	Position
1	Rev. Dr A Rex Angelo, SJ	Chairman
2	Rev. Dr Raymond Cherubin, SJ	Vice Principal
3	Dr Ajay Kumar Dandotiya	Coordinator
4	HoD & Dept. Teachers - Business Administration	Member
5	HoD& Dept. Teachers - Commerce	Member
6	HoD& Dept. Teachers - Economics	Member
7	HoD& Dept. Teachers - English	Member
8	HoD& Dept. Teachers - Computer Science	Member
9	HoD& Dept. Teachers - Political Science	Member

3. Objectives

- Preside over all the meetings and take the final decision related to the anti-ragging committee.
- Follow proper guidelines given by the UGC and DCE related to 'anti-ragging policy'
- Ensure that there is a proper investigation of the facts and figures related to the problem and written complaints without prejudging or commenting.
- Keep a record of registered written complaints received and the status of the action taken.
- Follow documentation of the procedures and of all necessary steps taken to resolve the problem/complaint.
- Redress ragging complaints promptly or within the stipulated time period.

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4. Details of the Activities Organised

We started off the academic year with an orientation session for our new cohorts, enlightening them on our anti-ragging policy, the dire repercussions of ragging, and the protocols for reporting incidents. Furthermore, students were introduced to peer support networks and counseling avenues available on campus.

Vigilant Vigilance: In our relentless pursuit to maintain a ragging-free campus, we bolstered our monitoring mechanisms. CCTV surveillance was strategically amplified across the campus, complemented by regular patrols by our vigilant security personnel, ensuring the safety and security of our students at all times.

5. Future Plan for the Next Academic Year

Amplifying the reach of our awareness campaigns to ensure universal comprehension of the repercussions of ragging and the imperative of reporting incidents.


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Anti-Ragging Cell

Annual Report 2020-2021

1. About the Committee

St. Xavier's College in Jaipur places great importance on fostering character, compassion, and competence among its students, while also prioritizing ethical judgment and social integration. In alignment with the Ministry of Human Resource Development's stance, the college is committed to combating ragging incidents by strictly adhering to Supreme Court guidelines. Through its anti-ragging committee, the college has implemented a comprehensive policy in line with UGC regulations and government directives. This policy aims to safeguard students and cultivate a conducive academic environment through preventive, procedural, and punitive measures.

2. Member Details

The following are the members of the Anti-Ragging Cell for the academic session 2020 – 21:

Anti-Ragging Cell		
S. No.	Name	Position
1	Rev. Dr A Rex Angelo, SJ	Chairman
2	Rev. Dr Sherry George, SJ	Member
3	Rev. Dr Raymond Cherubin, SJ	Member
4	Dr Ajay Kumar Dandotiya	Member
5	Dr Dharmveer Yadav	Member
6	Dr Ranjit Kaur	Member

3. Objectives:

- Preside over all the meetings and take the final decision related to the anti-ragging committee.
- Follow proper guidelines given by the UGC and DCE related to 'anti-ragging policy'.
- Ensure that there is a proper investigation of the facts and figures related to the problem and written complaints without prejudging or commenting.
- Keep a record of registered written complaints received and the status of the action taken.
- Follow documentation of the procedures and of all necessary steps taken to resolve the problem/complaint.
- Redress ragging complaints promptly or within the stipulated time period.


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4. Details of the Work Done

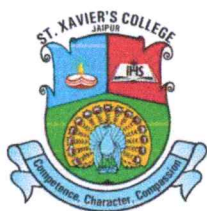
- Orientation Programs: Orientation sessions were conducted for all new students, during which they were educated about the college's anti-ragging policy, the consequences of ragging, and the procedures for reporting incidents.

Future plan for the next Academic year

- Providing ongoing training and support for faculty and staff members to effectively identify and respond to signs of ragging.


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Anti-Ragging Cell Annual Report 2019-2020

1. About the Committee

St. Xavier's College Jaipur, champions character, compassion, and competence, nurturing professionals with ethical judgment and social integration. Aligned with the Ministry of Human Resource Development's stance, the college emphasizes strict action and adherence to Supreme Court guidelines to combat ragging incidents. Through its anti-ragging committee, the college has instituted a comprehensive policy in line with UGC regulations and government directives, aiming to safeguard students and foster a conducive academic environment through preventive, procedural, and punitive measures.

2. Member Details:

The following are the members of the Anti-Ragging Cell for the academic session 2019 – 20:

Anti-Ragging Cell		
S.No.	Name	Position
1	Rev. Dr. Sherry George, S.J.	Chairman
2	Dr. Dharmveer Yadav	Member
3	Dr. Ajay Kumar Dandotiya	Member
4	Dr. Mahua M. Bose	Member

3. Objectives:

- Preside over all the meetings and take the final decision related to the anti-ragging committee.
- Follow proper guidelines given by the UGC and DCE related to 'anti-ragging policy'.
- Ensure that there is a proper investigation of the facts and figures related to the problem and written complaints without prejudging or commenting.
- Keep a record of registered written complaints received and the status of the action taken.
- Follow documentation of the procedures and of all necessary steps taken to resolve the problem/complaint.
- Redress ragging complaints promptly or within the stipulated time period.

4. Details of the Work done

- Awareness Campaigns: Various awareness campaigns were conducted throughout the year, including poster displays, interactive sessions to educate students about the negative consequences of ragging and the importance of fostering a culture of respect and empathy.

5. Future plan for the next Academic year

- Regular review and update of the anti-ragging policy to address emerging issues and trends

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Anti-Ragging Committee

Annual Report 2018-2019

1. About the Committee

The core values of St. Xavier's College, Jaipur, emphasizing character, compassion, and competence, prioritize the development of professionals with ethical judgment and social integration. The college shall undertake all the measures in true spirit. Preventing ragging and dealing with the ragging cases in a sensible manner is the sole purpose/responsibility of the anti-ragging committee of the St. Xavier's College Jaipur. This committee deals with the anti-ragging system framed according to Govt. policies keeping in mind the UGC and DCE.

2. Member Details:

The following are the members of the Anti-Ragging Committee cell for the academic session 2018 – 2019:

Anti-Ragging Committee		
S.No.	Name	Position
1	Rev. Fr. Joshy Kuruvilla	Convener
2	Dr. Sarita Pareek	Member
3	Dr. Ajay Kumar Dandotiya	Member

3. Objectives:

Conduct meetings with the preparation and distribution of agenda and action plan of each meeting.

- Preside over all the meetings and take the final decision related to the anti-ragging committee.
- Follow proper guidelines given by the UGC and DCE related to 'anti-ragging policy'.
- Ensure that there is a proper investigation of the facts and figures related to the problem and written complaints without prejudging or commenting.
- Keep a record of registered written complaints received and the status of the action taken.
- Follow documentation of the procedures and of all necessary steps taken to resolve the problem/complaint.
- Redress ragging complaints promptly or within the stipulated time period.

4. Details of the Activities organized:

- Orientation Programs: All incoming students participated in mandatory orientation sessions that included discussions on ragging, its consequences, and reporting procedures.

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- Awareness Campaigns: Regular awareness campaigns were conducted throughout the year, utilizing posters, banners, and social media platforms to educate students about the harmful effects of ragging and the importance of creating a welcoming atmosphere.

5. Future plan for the next Academic year

- Continuously updating and reinforcing awareness campaigns to address evolving forms of ragging and promote a culture of mutual respect.

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ANTI-SEXUAL HARASSMENT COMMITTEE

Annual Report 2022-23

1. About the Committee

The Anti-Sexual Harassment Committee concluded its five-year term with a strong commitment to accountability and transparency. A thorough assessment of our initiatives and outcomes was conducted, leading to recommendations for further improvement in the future. Despite the conclusion of this reporting period, the committee's work will continue under new leadership, ensuring that St. Xavier's College, Jaipur remains a safe and welcoming community for all.

2. Member Details

- Chairman - Rev. Dr A Rex Angelo, SJ
- Vice Principal - Rev. Dr Raymond Cherubin, SJ
- Coordinator - Dr Rama Hirawat
- External member - Rev Sr Dr Pearl
- Member - HoD& Dept. Teachers - Business Administration
- Member - HoD& Dept. Teachers - Commerce
- Member - HoD& Dept. Teachers - Economics
- Member - HoD& Dept. Teachers - English
- Member - HoD& Dept. Teachers - Computer Science
- Member - HoD& Dept. Teachers - Political Science

3. Objective

- Conduct a thorough assessment of the committee's initiatives and outcomes over the past five years.
- Identify areas for further improvement and make recommendations for future action.
- Transition leadership to ensure continuity and sustainability of efforts in the years to come.

Through its collective efforts, the committee has made significant strides towards creating a safer and more inclusive campus environment. As we pass the torch to new leadership, we remain committed to the ongoing pursuit of justice, equality, and respect for all. No cases were reported in the year 2022-23.

4. Future Plans

Conduct comprehensive evaluation of committee's effectiveness, develop long-term sustainability plan for prevention programs, expand outreach to alumni network for ongoing support, and advocate for institutionalization of anti-sexual harassment measures within college governance structures.

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Anti-Sexual Harassment Committee Annual Report 2021-22

1. About the Committee

In 2021, the Anti-Sexual Harassment Committee renewed its focus on prevention and intervention strategies. Comprehensive policies and procedures were reviewed and updated to reflect evolving best practices and legal requirements. Awareness campaigns were conducted to foster a greater understanding of consent, boundaries, and respectful behavior. The committee remained vigilant in its efforts to uphold the rights and dignity of all individuals on campus.

2. Member Details

- Chairman - Rev. Dr A Rex Angelo, SJ
- Vice Principal - Rev. Dr Raymond Cherubin, SJ
- Coordinator - Dr Rama Hirawat
- Member - HoD& Dept. Teachers - Business Administration
- Member - HoD& Dept. Teachers - Commerce
- Member - HoD& Dept. Teachers - Economics
- Member - HoD& Dept. Teachers - English
- Member - HoD& Dept. Teachers - Computer Science
- Member - HoD& Dept. Teachers - Political Science

3. Objective

- To develop the policy & guidelines to keep a check over such complaints
- To fulfil the directives of the Supreme Court, the directives of the UGC and the University of Rajasthan, Jaipur with respect to implementing a policy against sexual harassment in the institution
- To hear the complaints with enforced confidentiality
- To evolve a mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence in the institution
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures
- To provide an environment free of gender-based discrimination
- To create a secure physical and social environment that will deter acts of sexual harassment

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- To promote a social and psychological environment that will raise awareness about sexual harassment in its various forms.

4. Details of Work Done

As we conclude another year, we remain committed to building a campus community where everyone feels safe, respected, and empowered. No cases were reported in the year 2021-22.

5. Future Plans

Review and update policies to align with legal requirements, enhance cultural competency training for committee members, strengthen collaboration with student organisations on prevention efforts, conduct surveys to assess impact of initiatives.

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Anti-Sexual Harassment Committee

Annual Report 2020-21

1. About the Committee:

The Anti-Sexual Harassment Committee of St. Xavier's College, Jaipur, is a dedicated body comprising faculty, staff, and student representatives. Committed to fostering a safe and respectful environment, the committee oversees initiatives such as awareness campaigns, training sessions, and policy reviews. With a focus on prevention, support, and resolution, the committee collaborates with external agencies to ensure a comprehensive response to sexual harassment within the college community.

2. Member Details:

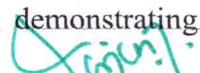
- Chairman - Rev. Dr A Rex Angelo, SJ
- Member - Rev. Dr Sherry George, SJ
- Member - Rev. Dr Raymond Cherubin, SJ
- Member - Dr Shikha Arora
- Member - Dr Salim Khan
- Member - Dr Atiq Kelsy

3. Objective:

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- To fulfil the directives of the Supreme Court, the directives of the UGC and the University of Rajasthan, Jaipur with respect to implementing a policy against sexual harassment in the institution.
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- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To provide an environment free of gender-based discrimination.
- To create a secure physical and social environment that will deter acts of sexual harassment.
- To promote a social and psychological environment that will raise awareness about sexual harassment in its various forms.

4. Details of Work Performed

In 2019, despite the challenges posed by the COVID-19 pandemic, the Anti-Sexual Harassment Committee adapted its strategies to ensure continued support for the college community online resources were developed to provide information and assistance remotely. The committee remained accessible to address concerns and complaints, demonstrating


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resilience and dedication in the face of adversity. As we navigate these uncertain times, we remain steadfast in our commitment to upholding the principles of equality, dignity, and respect for all members of the college community. No cases were reported in the year 2020-21.

5. Future Plans

Implement virtual reporting platforms, conduct research on campus climate, enhance accessibility of resources for marginalized communities, establish partnerships with counseling services for holistic support.



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Anti-Sexual Harassment Committee

Annual Report 2019-20

1. About the Committee

The Anti-Sexual Harassment Committee of St. Xavier's College, Jaipur, is a dedicated body comprising faculty, staff, and student representatives. Committed to fostering a safe and respectful environment, the committee oversees initiatives such as awareness campaigns, training sessions, and policy reviews. With a focus on prevention, support, and resolution, the committee collaborates with external agencies to ensure a comprehensive response to sexual harassment within the college community.

2. Member Details

- Chairman - Dr. Shikha Arora Bakshi
- Member - Mr. Salim Khan
- Member - Dr. Ranjit Kaur

3. Objective

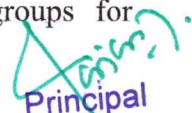
- To develop the policy & guidelines to keep a check over such complaints.
- To fulfil the directives of the Supreme Court, the directives of the UGC and the University of Rajasthan, Jaipur with respect to implementing a policy against sexual harassment in the institution.
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- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To provide an environment free of gender-based discrimination.
- To create a secure physical and social environment that will deter acts of sexual harassment.
- To promote a social and psychological environment that will raise awareness about sexual harassment in its various forms.

4. Details of the work performed

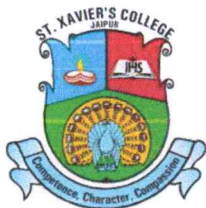
As The Anti-Sexual Harassment Committee at St. Xavier's College, Jaipur reflects on the year's achievements, we recognize the collective effort that has gone into building a community where everyone feels respected and valued. No cases were reported in the year 2019-20.

5. Future Plans

Future Plans: Strengthen reporting mechanisms, develop online resources for remote learning, conduct bystander intervention training, establish peer support groups for survivors.


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Anti-Sexual Harassment Committee

Annual Report 2018-19

1. About the Committee

The Anti-Sexual Harassment Committee of St. Xavier's College, Jaipur, is a dedicated body comprising faculty, staff, and student representatives. Committed to fostering a safe and respectful environment, the committee oversees initiatives such as awareness campaigns, training sessions, and policy reviews. With a focus on prevention, support, and resolution, the committee collaborates with external agencies to ensure a comprehensive response to sexual harassment within the college community.

2. Member Details:

- Convener - Prof. Sashi Sahai
- Member - Dr. Rashmi Jain
- Member - Mr. Sagar Goyal
- Member - Dr. Shikha Bakshi
- Member - Dr. Meeta Sharma

3. Objective

- To develop the policy & guidelines to keep a check over such complaints.
- To fulfil the directives of the Supreme Court, the directives of the UGC and the University of Rajasthan, Jaipur with respect to implementing a policy against sexual harassment in the institution.
- To hear the complaints with enforced confidentiality.
- To evolve a mechanism for the prevention and redressal of sexual harassment cases and other acts of gender-based violence in the institution.
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To provide an environment free of gender-based discrimination.
- To create a secure physical and social environment that will deter acts of sexual harassment.
- To promote a social and psychological environment that will raise awareness about sexual harassment in its various forms.

4. Details of Work Performed

The Anti-Sexual Harassment Committee at St. Xavier's College, Jaipur, diligently worked towards creating a safe and respectful environment for all members of the college community. Through regular awareness campaigns, workshops, and training sessions, the committee aimed to educate students and staff about the prevention of sexual harassment and the importance of reporting incidents. No cases were reported in the year 2018-19.

5. Future Plans

Expand awareness campaigns, establish support networks for survivors, enhance training for staff and students, collaborate with local organizations on prevention initiatives.


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CODE OF CONDUCT AND ETHICS COMMITTEE

Annual Report 2022-2023

1. About the Committee

- A Code of Conduct and Ethics Committee is established to oversee and enforce compliance with the organization's code of conduct and ethical standards.
- The Code of conduct and ethics committee is formed to promote ethical behavior, integrity, and compliance among employees or members of the organization.

2. Objective

- The committee monitors adherence to the code of conduct and ethics policy.
- The committee establishes confidential reporting mechanisms.

3. Member's Detail

Code of Conduct		
S. No.	Name	Position
1	Dean, Student Affairs	Coordinator
2	Heads of Departments	Member
3	Dr Ajay Kr Dandotiya	Member

4. Details of the Work Performed

- The committee monitors adherence to the code of conduct through various mechanisms such as regular assessments, reporting systems, and investigations if needed.
- The committee establishes confidential reporting mechanisms (such as hotlines or ethics helplines) for employees or members to report potential violations securely without fear of retaliation.

5. Future plan for the next Academic year

- Assessment questionnaires are to be distributed within the organization to see if the code of conduct is being followed or not.

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Code of Conduct and Ethics Committee Annual Report 2021-2022

1. About the Committee

- A Code of Conduct and Ethics Committee is established to oversee and enforce compliance with the organization's code of conduct and ethical standards.
- The Code of conduct and ethics committee is formed to promote ethical behavior, integrity, and compliance among employees or members of the organization.

2. Objectives

- The committee makes certain that the code of conduct and ethics is effectively communicated to all employees or members and students of the organization.
- The committee ensures to promote the policies of Code of conduct and ethics within the organization and other stakeholders.

3. Member's Detail:

Code of Conduct		
S. No	Name	Position
1	Rev. Fr Dr A Rex Angelo, SJ	Chairman
2	Rev. Fr Dr Raymond Cherubin, SJ	Coordinator
3	Dr Ranjit Kaur	Coordinator
4	Dr Salim Khan	Member
5	Ms Rose Martin	Member

4. Details of the Works Performed

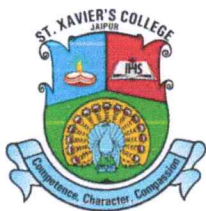
- The Committee ensures that the code of conduct is effectively communicated to all employees, members, students and other related parties.
- The committee organized several training sessions to raise awareness about ethical standards of the organisation.
- The committee also during training sessions provide guidance on how to handle ethical dilemmas.

5. Future plan for the next Academic year

- Training programs for the committee members for handling the cases regarding misconduct of the Code of conduct and policy and how to handle the investigations effectively.


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Code of Conduct and Ethics Committee

Annual Report 2020-2021

The Code of Conduct and ethics committee is constituted for the smooth implementation of the Code of conduct and ethics policy. The committee frames a standard ethical and disciplinary code of conduct for all its employees/collaborators/stakeholders/students to help them know what is expected of them by the way of behavior as members/collaborators of/with the Xavier's family.

1. Objective

- The committee investigates and resolves any violations which are reported or suspected by the committee or others within the organization.
- The committee makes certain that the code of conduct is effectively followed by all employees or members and students of the organization.

2. Member's Detail

Code of Conduct		
S.No	Name	Position
1	Rev. Dr A Rex Angelo, SJ	Chairman
2	Rev Dr Sherry George, SJ	Member
3	Rev Fr Dr Raymond Cherubin SJ	Member
4	Dr Ajay Kumar Dandotiya	Member
5	Dr Dharamveer Yadav	Member
6	Ms Anjali Pareek	Member
7	HoD & Dept. Teachers - Business Administration	Member
8	HoD & Dept. Teachers - Commerce	Member
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12	HoD & Dept. Teachers - Political Science	Member

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3. Details of the Work Performed

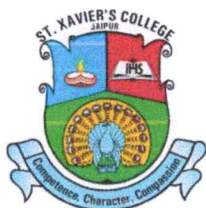
- The Committee ensures if any violations are reported or suspected by the committee or others within the organization, they initiate investigations into such matters in accordance with established procedures.
- The committee recommends appropriate disciplinary actions on the investigations.

4. Future plan for the next Academic year

- The Committee will take necessary actions on all the cases regarding code of conduct and ethics within a specified timeline.
- The committee will appoint a student representative so if there is any misconduct in code of conduct and ethics policy, the students can reach the committee through representatives easily.

Principal

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GRIEVANCES REDRESSAL CELL

Annual Report 2022-23

1. About the Committee

A grievances redressal policy is an essential mechanism that every organization, institution, or establishment must have in place. It provides a structured process for addressing and resolving complaints or grievances raised by individuals within the organization.

A grievance committee consists of dedicated members who are entrusted with the responsibility of addressing and resolving complaints effectively. Typically, there are committees at both the college level and department level to ensure proper coverage of all areas.

They actively work towards fostering cordial relationships between students as well as between students and staff members. This includes promoting effective communication channels so that issues can be identified early on before they escalate into bigger problems.

2. Member Details

Appeals & Grievances		
S. No.	Name	Position
1	Dean Student Affairs	Coordinator
3	Dr Ajay Kr Dandotiya	Member
4	HoD & Dept. Teachers - Business Administration	Member
5	HoD & Dept. Teachers - Commerce	Member
6	HoD & Dept. Teachers - Economics	Member
7	HoD & Dept. Teachers - English	Member
8	HoD & Dept. Teachers - Computer Science	Member
9.	HoD & Dept. Teachers - Political Science	Member

3. Objective:

- Providing a positive environment within educational institutions by ensuring fair treatment of all individuals concerned.
- Creating an atmosphere conducive to academic growth, personal development, and overall well-being of everyone associated with it.
- They actively work towards fostering cordial relationships between students as well as between students and staff members.

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4. Details of the Work Performed:

- Grievance related to Student and Staff parking was resolved.
- Follow up on Canteen services was done
- Importance of carpooling was discussed with students and Staff

5. Future plan for the next Academic year

- Open gym facility to be provided to the students

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Grievances Redressal Cell Annual Report 2021-2022

I. About the Committee

A well-structured grievance redressal policy plays an instrumental role in fostering a positive environment within educational institutions like colleges by ensuring fair treatment of all individuals concerned.

It not only provides an avenue for people's voices to be heard but also contributes significantly towards building trust between stakeholders.

By having effective mechanisms like grievance redressal committees along with secure storage channels for data related to complaints, institutions can address issues promptly while safeguarding individual's privacy.

2. Member Details

Appeals & Grievances Committee		
S. No.	Name	Position
1	Rev. Dr A Rex Angelo, SJ	Chairman
2	Rev Fr Dr Raymond Cherubin SJ	Vice Principal
3	Dr Dharmveer Yadav, Dean of Student Affairs	Coordinator
4	HoD & Dept. Teachers - Business Administration	Member
5	HoD & Dept. Teachers - Commerce	Member
6	HoD & Dept. Teachers - Economics	Member
7	HoD & Dept. Teachers - English	Member
8	HoD & Dept. Teachers - Computer Science	Member
9	HoD & Dept. Teachers - Political Science	Member


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3. Objective

- The role of these committees is not only limited to resolving disputes but also extends to upholding dignity and maintaining a peaceful environment in the college.
- They actively work towards fostering cordial relationships between students as well as between students and staff members.

4. Details of the Work Performed

- Grievances related to canteen services, including concerns about quality of food, cleanliness and pricing were resolved.
- Key Issues were identified and resolved by the committee members.
- Quality of food and menu variety.
- Cleanliness and hygiene standards.
- Pricing and affordability.
- Inspection on food quality and cleanliness to be done regularly.

5. Future plan for the next Academic year

- A Student Canteen inspection committee to be formed for resolving such future issues.
- More Suggestion and complaint Box to be installed .

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Grievances Redressal Cell Annual Report 2020-2021

1. About the Committee

A well-structured grievance redressal policy plays an instrumental role in fostering a positive environment within educational institutions by ensuring fair treatment of all individuals concerned.

It not only provides an avenue for people's voices to be heard but also contributes significantly towards building trust.

By having effective mechanisms like grievance redressal committees along with secure storage channels for data related to complaints, institutions can address issues promptly while safeguarding individual's privacy. This demonstrates their commitment towards creating an atmosphere conducive to academic growth, personal development, and overall well-being of everyone associated with it.

2. Member Details

Appeals & Grievances Committee		
S. No.	Name	Position
1	Rev. Dr A Rex Angelo, SJ	Chairman
2	Rev. Dr Sherry George, SJ	Member
3	Rev. Dr Raymond Cherubin, SJ	Member
4	The Heads of the Departments	Member

Appeals & Grievances (Departmental Level)		
S. No.	Name	Position
1	HoD & Dept. Teachers - Business Administration	Member
2	HoD & Dept. Teachers - Commerce	Member
3	HoD & Dept. Teachers - Economics	Member
4	HoD & Dept. Teachers - English	Member
5	HoD & Dept. Teachers - Computer Science	Member
6	HoD & Dept. Teachers - Political Science	Member

3. Objective

- The committee ensures that all concerns are taken seriously and addressed promptly, contributing to a healthy and harmonious working or learning environment.
- By adhering to established policies and procedures, the committee create a supportive atmosphere where students and staff feel valued, respected, and heard.

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4. Details of the Work Performed

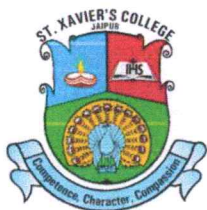
- The Committee set up training programs for committee members involved in handling grievances. These training sessions equip them with necessary skills such as active listening, conflict resolution techniques, empathetic communication skills etc., which are vital while dealing with complainants sensitively.
- The committee assigned a member to maintain a summary of the recent student grievances received by the committee. The grievances included issues related to course scheduling, grading discrepancies, and concerns about faculty behavior.

5. Future plan for the next Academic year

- All updates of grievances should be communicated to committee in detailed manner.
- Training Program for committee members for handling grievances.

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Grievances Redressal Cell Annual Report 2019-2020

1. About the Committee

The purpose of the grievance committee is to provide a fair and impartial platform for students to voice their complaints, grievances, or conflicts. The College's policy on grievance redressal has been formulated in order to make all the students and staff aware of the complaint handling process. This system would ensure that the redressal sought is just and fair and is within the given frame-work of rules and regulation.

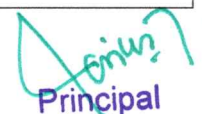
This policy promotes open communication, trust-building, and conflict resolution while ensuring that everyone's rights are respected.

Overall, the Grievance Redressal Policy plays a crucial role in maintaining harmony within an organization by providing a structured framework for addressing grievances promptly and fairly.

2. Member Details

Grievance Redressal Cell (College Level)		
S. No.	Name	Position
1	Rev. Dr. Sherry George, S.J.	Chairman
2	HoD & Dept. Teachers - Business Administration	Member
3	HoD & Dept. Teachers - Commerce	Member
4	HoD & Dept. Teachers - Economics	Member
5	HoD & Dept. Teachers - English	Member
6	HoD & Dept. Teachers - Computer Science	Member
7	HoD & Dept. Teachers - Political Science	Member

Grievance Redressal Cell (Department Level)			
S. No.	Name	Department	Position
1	Mr. Salim Khan	Management	Member
2	Ms. Ankita Rathore	Management	Member
3	Dr. Ekta Puri	Commerce	Member
4	Ms. Akansha Arora	Commerce	Member
5	Dr. Sapna Newar	Economics	Member


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6	Ms. Poorvi Medatwal	Economics	Member
7	Dr. Atiqa Kelsy	English	Member
8	Dr. Sarita Pareek	English	Member
9	Ms. Vaishali Singh	Computer Science	Member
10	Dr. Madhu Sharma	Computer Science	Member

3. Objective

- The committee shall uphold dignity and ensure a strife free environment in the college through promoting cordial and warm student-student relationship and student-staff relationship etc.
- By adhering to established policies and procedures, the committee aims to promote transparency, accountability, and fairness in addressing student issues within the institution.

4. Details of the Work Performed

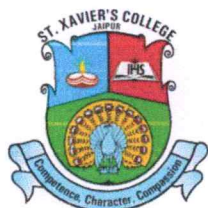
- The Committee set communication channels to ensure that students are aware of the grievance procedures and how to access support when needed.
- The College website was updated and flyer's related to the grievance policy were distributed across the campus and the committee conducted several campaigns for awareness among students.
- Roles and responsibilities are given to each and every committee member, including the process of handling and investigating grievances.
- The committee now maintains strict confidentiality throughout the investigation process and to ensure a fair and unbiased assessment of each grievance.
- The committee assigned a member to be responsible for creating and maintaining this repository. They will ensure that all documents are properly organized, securely stored, and accessible to authorized committee members only.

5. Future plan for the next Academic year

- Any information or data related to complaints or grievances is securely stored in a designated channel or system. This ensures that the data is organized and protected from unauthorized access or tampering.
- Created awareness among the students for grievance policy and procedure.

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Grievances Redressal Cell

Annual Report 2018-2019

1. About the Committee

Grievances redressal policy is framed to structure effective complaints redressal mechanism for students and staff. The committee shall uphold dignity and ensure a strife free environment in the college through promoting cordial and warm student-student relationship and student-staff relationship etc. The purpose of the grievance committee is to provide a fair and impartial platform for students to voice their complaints, grievances, or conflicts.

This policy promotes open communication, trust-building, and conflict resolution while ensuring that everyone's rights are respected.

Overall, the Grievance Redressal Policy plays a crucial role in maintaining harmony within an organization by providing a structured framework for addressing grievances promptly and fairly.

2. Member Details

Grievance Redressal (College)		
S. No.	Name	Position
1	Dr. Sheila Rai	Chairperson
2	Rev. Fr. Joshy Kuruvilla	Member
3	Staff Secretary	Member
4	Ms. Vaishali Singh	Member
5	Ms. Ankita Rathore	Member
6	Ms. Sapna Newar	Member
7	Ms. Anjali Pareek	Member

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Grievance Redressal (Department-Sub Committee)			
S. No.	Name	Department	Position
1	Mr. Salim Khan	Management	Member
2	Dr. Shikha Bakshi	Management	Member
3	Dr. Nitasha Khatri	Commerce	Member
4	Ms. Akansha Arora	Commerce	Member
5	Mr. Yashwardhan Singh	Economics	Member
6	Ms. Sapna Newar	Economics	Member
7	Ms. Ranjit Kaur	English	Member
8	Dr. Atika Kelsy	English	Member
9	Ms. Arpita Banerjee	Computer Science	Member
10	Dr. Dharmveer Yadav	Computer Science	Member
11	Dr. Meeta Sharma	Political Science	Member

3. Objective

- The committee's main objective is to ensure that all concerns are heard, thoroughly investigated, and resolved in a timely manner.
- By adhering to established policies and procedures, the committee aims to promote transparency, accountability, and fairness in addressing student issues within the institution.

4. Details of the Work Performed

- The Committee discussed the key provisions and procedure of the grievance policy.
- Roles and responsibilities are given to each and every committee member, including the process of handling and investigating grievances.
- The committee assigned a member to be responsible for creating and maintaining this repository. They will ensure that all documents are properly organized, securely stored, and accessible to authorized committee members only.
- A template for documenting the details of each grievance was shared with the committee. It includes sections for recording the date received, nature of the grievance, parties involved, actions taken so far, deadlines.

5. Future Plan for the Next Academic Year

- To resolve every complaint in timely manner.
- Proper Action should be taken, and deadlines should be met.

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