



VIGNAN'S

(Deemed to be University)

Internal Complaint Committee







Minutes of the Meeting

16-08-2019


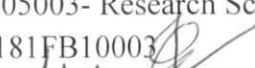
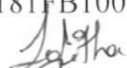


The meeting of internal complaints committee under the chairmanship of Dr. N. Usha Rani was held on 16-08-2019 at 10:00 AM in H-Block.

Agenda of the meeting: Complaints regarding Sexual Harassment

The following members were present at meeting:

1. Dr. N. Usha Rani, Professor, ECE  Chairperson
2. Dr. A. Sharada, Professor, Dept. of S & H  Member
3. Dr. K. Venkat Rao, Professor, Dept. of Mech. Engg.  Member
4. Ms. Vasireddy Priyanbandhavi, Secretary, Kodali Veeraiah Educational Academy  Member
5. Mrs. Yoga Bharathi, OS, Registrar's Office  Member
6. Mrs. G. Bhanumathi, Sr. Asst. PA to Chairman  Member

Student Representatives (for student related issues only):

1. Kokitala Himabindu, ECE, 181FG05003- Research Scholar 
2. D. Pavan Kumar, EEE (M.Tech), 181FB10003 
3. P. Lolitha, IIMBA, 181FC01070 
4. K. Prudviraj, IV CSE, 161FA04091 
5. T. Pavana Laxmi, IV BT, 161FA01121 

No complaint regarding sexual Harassment was found.

The meeting was concluded.


Professor, Dr. N. Usha Rani

Presiding Officer, ICC

Internal Complaint Committee






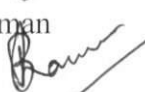
Minutes of the Meeting

27-12-2018

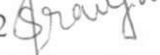


The meeting of internal complaints committee under the chairmanship of Dr. N. Usha Rani was held on 27-12-2018 at 2:00 AM in H-Block.

Agenda of the meeting: Discussion on Legal Rights of Women (The Sexual Harassment of Women at workplace ACT 2013 & The UGC Regulations 2015, Definition of Sexual Harassment, Working Procedure and Responsibilities of ICC)

The following members were present at meeting:

1. Dr. N. Usha Rani, Professor & HOD, ECE  Chairperson
2. Dr. A. Sharada, Professor, Dept. of S & H  Member
3. Dr. k.Venkat Rao, Professor, Dept. of Mech. Engg.  Member
4. Ms. Vasireddy Priyanbandhavi, Secretary,
Kodali Veeraiah Educational Academy  Member
5. Mrs. Yoga Bharathi, OS, Registrar's Office  Member
6. Mrs. G. Bhanumathi, Sr. Asst, PA to Chairman  Member

Student Representatives:

1. Ms. Sravya, Research Scholar, CHEMICAL, 181FG07012 
2. Mr. M. Narayana, M. Tech, EEE, 181FB10019 
3. Ms. P. Swapna, II MBA, 181FC01070 

In the meeting the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal Act) & The UGC (Prevention, Prohibition & Redressal of women employees & students in Higher Educational Institutions) Regulations 2015 were explained.

The following points were discussed in the meeting.

1. **Sexual Harassment:** It includes any one or more of following unwelcome acts or behaviors namely,
 - a. Physical Contacts and advances or
 - b. A demand or request for sexual favor or
 - c. Making Sexual colored remarks or
 - d. Showing pornography or
 - e. Any other unwelcome physical, verbal or non-verbal conduct of sexual nature
2. **Responsibilities of ICC:**
 - a. If the aggrieved women is unable to make a complaint on account of physical or mental incapacity her relative, friend, colleague anyone who knows the incidence can file a complaint. ICC will provide assistance to write the complaint & to file a police complaint required.
 - b. ICC before initiating an inquiry at the request of aggrieved women takes steps to settle the matter between two parties through just fair conciliation & no monetary settlement shall be made. A copy of settlement will be provided to both & no further enquiry will be conducted.
 - c. Inquiry: During the pending of inquiry ICC will prevent the victimization of complainant witnesses while dealing with complaints of sexual harassment & work for interim redressal such as long leave, working hours relaxations, transfer to ensure safety, protection and conducive environment.
 - d. Confidentiality with respect to details of the complaint, complainants, identify, witnesses & proceedings of ICC must be maintained mandatorily.



Professor, Dr. N. Usha Rani

Presiding Officer, ICC



Internal Complaint Committee

Minutes of the Meeting

18-06-2017

The meeting of internal complaints committee under the chairmanship of Dr. N. Usha Rani was held on 18-06-2017 at 2:00 PM in H-Block.

Agenda of the meeting: Framing the working rules of the committee

The following members were present at meeting:

- | | | |
|--|--|-------------|
| 1. Dr. N. Usha Rani, Professor & HOD, ECE | | Chairperson |
| 2. Dr. A. Sharada, Professor, Dept. of S & H | | Member |
| 3. Dr. K. Venkat Rao, Professor, Dept. of Mech. Engg. | | Member |
| 4. Ms. Vasireddy Priyanbandhavi, Secretary,
Kodali Veeraiah Educational Academy | | Member |
| 5. Mrs. Yoga Bharathi, OS, Registrar's Office | | Member |
| 6. Mrs. G. Bhanumathi, Sr. Asst. PA to Chairman | | Member |

Student Representatives:

- | | |
|--|--|
| 6. Ms. Sumana, Research Scholar, ECE, 171FG05012 | |
| 7. Mr. D. Raja Gopal, M. Tech, CSE, 181FB10011 | |
| 8. Ms. P. Lohitha, II MBA, 181FC01070 | |

Following points were discussed/agreed for further action

1. Presiding officer welcomed all the members of ICC.
2. Working rules of the committee were framed as per the UGC guidelines.
3. Consent form for complaint to be prepared.
4. The decision on whether ICC will be functional during vacation will be taken in consultation with Head of the Institution.
5. The meeting concluded with vote of thanks by Presiding officer.

Professor, Dr. N. Usha Rani
Presiding Officer, ICC



Internal Complaint Committee







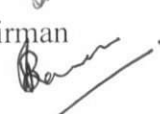
Minutes of the Meeting

04-02-2017




The meeting of internal complaints committee under the chairmanship of Dr. N. Usha Rani was held on 02-02-2017 at 10:00 AM in H-Block.

Agenda of the meeting: Complaints regarding Sexual Harassment

The following members were present at meeting:


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|--|--|-------------|
| 1. Dr. N. Usha Rani, Professor & HOD, ECE |  | Chairperson |
| 2. Dr. A. Sharada, Professor, Dept. of S & H |  | Member |
| 3. Dr. K.Venkat Rao, Professor, Dept. of Mech. Engg. |  | Member |
| 4. Dr. K.Hemanth Kumar, Professor, ECE |  | Member |
| 5. Ms. Vasireddy Priyanbandhavi, Secretary, | | |
| a. Kodali Veeraiah Educational Academy |  | Member |
| 6. Mrs. Yoga Bharathi, OS, Registrar's Office |  | Member |
| 7. Mrs. G. Bhanumathi, Sr. Asst, PA to Chairman |  | Member |

Student Representatives:

1. Ms. Hymavathi, Research Scholar, ECE, 161FG05008 
2. Mr. D. Kumaran, M. Tech, EEE, 171FB10011 
3. Ms. P. Harshitha, IMBA, 171FC01051 

Case of Uma Maheswari was registered against Mr Ramesh, Exam cell staff. She complained that he is harassing over phone.

The committee called both the parties and counseled and warned Mr Ramesh to follow work ethics.


Professor, Dr. N. Usha Rani
Presiding Officer, ICC



Internal Complaint Committee







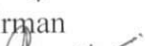
Minutes of the Meeting

24-11-2016




The meeting of internal complaints committee under the chairmanship of Dr. N. Usha Rani was held on 22-11-2016 at 10:00 AM in H-Block.

Agenda of the meeting: Complaints regarding Sexual Harassment

The following members were present at meeting:

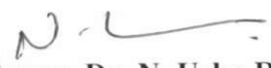
1. Dr. N. Usha Rani, Professor & HOD, ECE  Chairperson
2. Dr. A. Sharada, Professor, Dept. of S & H  Member
3. Dr. K. Venkat Rao, Professor, Dept. of Mech. Engg.  Member
4. Dr. K. Hemanth Kumar, Professor, ECE  Member
5. Ms. Vasireddy Priyanbandhavi, Secretary,
 - a. Kodali Veeraiah Educational Academy  Member
6. Mrs. Yoga Bharathi, OS, Registrar's Office  Member
7. Mrs. G. Bhanumathi, Sr. Asst, PA to Chairman  Member

Student Representatives:

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2. Mr. D. Kumaran, M. Tech, EEE, 171FB10011 
3. Ms. P. Harshitha, IMBA, 171FC01051 

Case of Ms Harika and Mr RamTej was registered under ICC in which both the parties complained each other of abuse.

The committee called the parents of both the students and discussed the issue. Both the students were warned and if complaint received in the future both of them will be suspended.


Professor, Dr. N. Usha Rani
Presiding Officer, ICC



Internal Complaint Committee

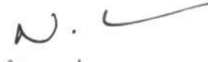






Minutes of the Meeting

16-11-2016




The meeting of internal complaints committee under the chairmanship of Dr. N. Usha Rani was held on 14-11-2016 at 10:00 AM in H-Block.

Agenda of the meeting: Complaints regarding Sexual Harassment

The following members were present at meeting:


1. Dr. N. Usha Rani, Professor & HOD, ECE  Chairperson
2. Dr. A. Sharada, Professor, Dept. of S & H  Member
3. Dr. K. Venkat Rao, Professor, Dept. of Mech. Engg.  Member
4. Dr. K. Hemanth Kumar, Professor, ECE  Member
5. Ms. Vasireddy Priyanbandhavi, Secretary,
Kodali Veeraiah Educational Academy  Member
6. Mrs. Yoga Bharathi, OS, Registrar's Office  Member
7. Mrs. G. Bhanumathi, Sr. Asst, PA to Chairman  Member

Student Representatives:

1. Ms. Hymavathi, Research Scholar, ECE, 161FG05008 
2. Mr. D. Kumaran, M. Tech, EEE, 171FB10011 
3. Ms. P. Harshitha, IMBA, 171FC01051 

Case against Mr Dileep by Renu Yadav and Samhitha was registered and discussed with the members. Two complaints were received one from Renu Yadav and Samhitha, another from Mrs N Satya Sree against Mr Dileep who is working under guidance.

The committee conversed with all the people and on interrogation Dileep informed the committee members that he want to resign immediately. The committee decided to wind up the case and requested Mrs N Satya Sree to accept the resignation and the meeting was concluded.


Professor, Dr. N. Usha Rani
Presiding Officer, ICC






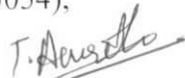
Women Protection Cell
(Anti-Sexual Harassment Cell)

08-06-2016


The meeting of women protection cell under the chairmanship of Dr. N. Usha Rani was held on 08-06-2016 at 10:00 AM in H-Block.

Agenda of the meeting: Reconstitution of Internal Complaint Committee as per Sexual Harassment at Workplace Act, 2013

The following members were present at meeting:

1. Dr. N. Usha Rani, Professor & HOD, ECE  Chairperson
2. Dr. K. Kalpana, HOD, MBA  Member
3. Dr. M. Nirupamabhatt, Assoc. Prof., IT  Member
4. Dr. K. Hemanth Kumar, Professor, ECE  Member
5. Ms. Vasireddy Priyan Bandhavi, Secretary
Kodali Veeraiah Educational Academy  Member
6. Ms. T. Amrutha Valli (141FA05054),
III ECE (student representative)  Member

In the meeting discussion was held on Reconstitution of Internal Complaint Committee as per Sexual Harassment at Workplace Act, 2013 with a view to provide protection against sexual harassment of women workplace in accordance with Sexual Harassment at Workplace Act, 2013, and the internal complaints committee has been reconstituted.


Professor, Dr. N. Usha Rani
Presiding Officer, WPC



Women Protection Cell
(Anti-Sexual Harassment Cell)

Minutes of the Meeting

07-03-2016

The meeting of women protection cell under the chairmanship of Dr. N. Usha Rani was held on 02-03-2016 at 10:00 AM in H-Block.

Agenda of the meeting: Gender Sensitization Awareness

The following members were present at meeting:

- | | | |
|--|--|----------------|
| 1. Dr. N. Usha Rani, Professor, ECE | | Chairperson |
| 2. Mrs. A. Sharada, Assoc. Professor, Dept. of S & H | | Co-Chairperson |
| 3. Dr. M. Nirupama Bhatt, Asst. Professor, CSE | | Secretary |
| 4. Mrs. N. Suman Chowdary, Asst. Professor, EEE | | |
| 5. Mrs. B. Suvarna, Asst. Professor, CSE | | |
| 6. Mrs. Ch. Hymavathi, Asst. Professor, MBA | | |

Student Members:

1. Ms. M. Srija ECE(121FA05036)
2. Ms. Ch. Sravani, ECE (131FA05009)
3. Ms. M. Bhavana, CSE (131FA04031)
4. Ms. K. Kavya, BT (141FA01076)
5. Ms. K. Iswarya, CSE (141FA04143)

A non teaching staff member Mrs K Siva kumara registered complaint against one of the auditor Mr K Poleswara Rao, of pestering. She produced evidence of recorded telephonic conversations. On further enquiry the case was resolved when the auditing firm agreed to fire the accused and made him render a letter of apology.

Professor, Dr. N. Usha Rani
Presiding Officer, WPC



Women Protection Cell
(Anti-Sexual Harassment Cell)







Minutes of the Meeting

08-10-2015


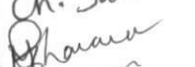

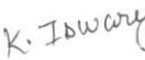
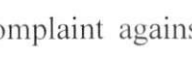
The meeting of women protection cell under the chairmanship of Dr. N. Usha Rani was held on 10-09-2015 at 10:00 AM in H-Block.

Agenda of the meeting: Gender Sensitization Awareness

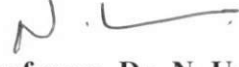
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1. Dr. N. Usha Rani, Professor, ECE  Chairperson
2. Mrs. A. Sharada, Assoc. Professor, Dept. of S & H  Co-Chairperson
3. Dr. M. Nirupama Bhatt, Asst. Professor, CSE  Secretary
4. Mrs. N. Suman Chowdary, Asst. Professor, EEE 
5. Mrs. B. Suvarna, Asst. Professor, CSE 
6. Mrs. Ch. Hymavathi, Asst. Professor, MBA 

Student Members:

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3. Ms. M. Bhavana, CSE (131FA04031) 
4. Ms. K. Kavya, BT (141FA01076) 
5. Ms. K. Iswarya, CSE (141FA04143) 

Student of FT Ms Surya Tejaswi registered complaint against Mr Naresh of harassment. Being frightened by the harassment she stopped coming to the university. Her parents registered the complaint and the case was successfully resolved with the faculty member asked to resign.


Professor, Dr. N. Usha Rani
Presiding Officer, WPC



Women Protection Cell
(Anti-Sexual Harassment Cell)







Minutes of the Meeting

10-09-2015

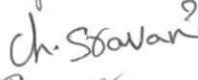
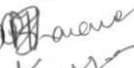
The meeting of women protection cell under the chairmanship of Dr. N. Usha Rani was held on 10-09-2015 at 10:00 AM in H-Block.

Agenda of the meeting: Gender Sensitization Awareness


The following members were present at meeting:

1. Dr. N. Usha Rani, Professor, ECE  Chairperson
2. Mrs. A. Sharada, Assoc. Professor, Dept. of S & H  Co-Chairperson
3. Dr. M. Nirupamabhatt, Asst. Professor, CSE  Secretary
4. Mrs. N. Suman Chowdary, Asst. Professor, EEE 
5. Mrs. B. Suvarna, Asst. Professor, CSE 
6. Mrs. Ch. Hymavathi, Asst. Professor, MBA 

Student Members:

1. Ms. M. Srija ECE(121FA05036) 
2. Ms. Ch. Sravani, ECE (131FA05009) 
3. Ms. M. Bhavana, CSE (131FA04031) 
4. Ms. K. Kavya, BT (141FA01076) 
5. Ms. K. Iswarya, CSE (141FA04143) 

In the meeting discussion was held on Awareness on Gender Sensitization program and proposed to conduct it from 25-26th September, 2015.


Professor, Dr. N. Usha Rani
Presiding Officer, WPC