



**SHRIMATHI DEVKUNVAR NANALAL BHATT
VAISHNAV COLLEGE FOR WOMEN (AUTONOMOUS)**
OWNED AND MANAGED BY CORK INDUSTRIES CHARITIES TRUST
(Affiliated to the University of Madras and Accredited with 'A+' Grade by NAAC)
Chromepet, Chennai - 600 044.

OFFICE ORDER

The following members were nominated and unanimously approved to constitute the ICC for the Academic Year 2023 -24:

S.No	Name	Designation
1	Dr.R.Radha	Principal-in-charge
2	Dr.K.Kanthimathi	Vice Principal – Aided
3	Dr.C.Victoria Priscilla	Senior Vice Principal – SFS
4	Dr.Renu Agarwal	Vice Principal – SFS
5	Dr.G.Tamilselvi	DEAN – STUDENT AFFAIRS
6	Dr.R.Sangeetha	DEAN – STUDENT AFFAIRS (SFS)
7	Dr.A.Karthika	STUDENTS UNION VP (AIDED)
8	Dr.A.Suganthi Annathai	STUDENTS UNION VP (SFS)
8	Dr.G.Vijayashree	IQAC Coordinator
9	Dr.V.Subashini	Assistant Professor in HSFS,N&D
10	Mrs.Arthi	Assistant Professor in Media studies
11	Ms.Harsha S	Student President (Aided)
12	Ms.Divya R	Student President (SFS)
13	Ms.Kaviya.K	Student President (PG)

The term of appointment is for one academic year (2023-24). All the members are requested to cooperate with Chairperson and fulfill duties that may assign to them periodically


Principal I/c
DR. R. RADHA
Principal I/c

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**Roles and Responsibilities of Internal Complaints Committee (ICC) on Sexual
Harassment**

The objective of the Internal Complaints Committee (ICC) on Sexual Harassment is to

- Make sure that students and employees are aware of the issue of sexual harassment.
- Provide information to all staff and students about what constitutes sexual harassment and about their responsibility not to sexually harass other staff and students
- Educate students about sexual harassment. Students must be taught the difference between friendly teasing and bullying, between flirting and harassment. Behavior expectations must be clearly defined and explained; fair and consistent consequences need to be outlined and reinforced.
- Set up committees in the workplace, those women workers can turn to if they have been sexually harassed.
- Display anti-sexual harassment posters on notice boards in common work areas and distribute relevant brochures; Conduct regular awareness raising sessions for all students on sexual harassment issues.



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Internal Complaints Committee (ICC) on Sexual Harassment

Meeting No: 1

Date: - 13/6/2023

Time: 11.00 a.m.

Attendees

S.No	Name	Designation
1	Dr.R.Radha	Principal-in-charge
2	Dr.K.Kanthimathi	Vice Principal – Aided
3	Dr.C.Victoria Priscilla	Senior Vice Principal – SFS
4	Dr.Renu Agarwal	Vice Principal – SFS
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12	Ms.Divya R	Student President (SFS)
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Agenda:

- **Constitution of the Internal Complaints Committee (ICC) on Sexual Harassment for the academic year 2023-24**
- **Discussion on the need for a ICC**



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Minutes

- The meeting commenced with welcome note by the Chairperson.
- A brief introduction of the purpose of the meeting was given, highlighting the importance of ICC in compliance with relevant laws and guidelines.
- The students are fully free to submit their grievance regarding academic or personal matters by dropping in the suggestion boxes provided in our campus or They can also contact their department staff members who will help them to resolve the issue. Students can also send an email to feedback@sdbnvc.edu.in to express their grievance.
- Selection of Committee Members



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Signature

S.No	Name	Signature
1	Dr.R.Radha	
2	Dr.K.Kanthimathi	
3	Dr.C.Victoria Priscilla	
4	Dr.Renu Agarwal	
5	Dr.G.Tamilselvi	
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11	Ms.Harsha S	Harsha. S
12	Ms.Divya R	Divya - R
13	Ms.Kaviya.K	Kaviya-k