



Syon College

Affiliated to Panjab University Chandigarh
K.M.-7, Hanumangarh Road, Abohar

Ref: SYON/ICC/2018/01/06/1

Date: 01/06/2018

Circular

The Internal Complaints committee is formed and members are identified from all departments for the academic year 2018-2019. The duties and responsibilities of the committee members will be intimated by the Principal.

Constitution of the Internal Complaints Committee

(Academic Year 2018-19)

Sr. No.	Name	Designation
1.	Dr. G.L Sharma	Chairperson/ Principal
2.	Mr. Sandeep	Incharge
3.	Ms. Kajal	Incharge
4.	Ms. Anamika Watts	Representative/ IQAC
5.	Ms. Rajni	Student Representative
6.	Mr. Shubham Juneja	Student Representative
7.	Mr. Varun Chillana	Office Superintendent

Copy to:

1. Prevention of Sexual Harassment committee members concerned
2. Anti-Ragging committee members concerned
3. Student Grievance Redressal committee members concerned
4. IQAC
5. Office file

Principal
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Abohar

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K.M.-7, Hanumangarh Road, Abohar

Ref: SYON/ICC/2019/07/06/1

Date: 07/06/2019

Circular

The Internal Complaints committee is formed and members are identified from all departments for the academic year 2019-2020. The duties and responsibilities of the committee members will be intimated by the Principal.

Constitution of the Internal Complaints Committee

(Academic Year 2019-20)

Sr. No.	Name	Designation
1.	Dr. G.L Sharma	Chairperson/ Principal
2.	Mr. Kishori Lal	Incharge
3.	Ms. Kajal	Incharge
4.	Mr. Gursewak Singh	Representative/ IQAC
5.	Mr. Anoop Kumar	Student Representative
6.	Ms. Gagandeep	Student Representative
7.	Mr. Varun Chillana	Office Superintendent

Copy to:

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3. Student Grievance Redressal committee members concerned
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K.M.-7, Hanumangarh Road, Abohar

Ref: SYON/ICC/2020/05/06/1

Date: 05/06/2020

Circular

The Internal Complaints committee is formed and members are identified from all departments for the academic year 2020-2021. The duties and responsibilities of the committee members will be intimated by the Principal.

Constitution of the Internal Complaints Committee (Academic Year 2020-21)

Sr. No.	Name	Designation
1.	Dr. G.L Sharma	Chairperson/ Principal
2.	Ms. Kajal	Incharge
3.	Mr. Amit	Incharge
4.	Ms. Anamika Watts	Representative/ IQAC
5.	Mr. Aman Kumar	Student Representative
6.	Ms. Kanta	Student Representative
7.	Mr. Varun Chillana	Office Superintendent

Copy to:

1. Prevention of Sexual Harassment committee members concerned
2. Anti-Ragging committee members concerned
3. Student Grievance Redressal committee members concerned
4. IQAC
5. Office file

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Affiliated to Panjab University Chandigarh
K.M.-7, Hanumangarh Road, Abohar

Ref: SYON/ICC/2021/17/06/1

Date: 17/06/2021

Circular

The Internal Complaints committee is formed and members are identified from all departments for the academic year 2021-2022. The duties and responsibilities of the committee members will be intimated by the Principal.

Constitution of the Internal Complaints Committee

(Academic Year 2021-22)

Sr. No.	Name	Designation
1.	Dr. G.L Sharma	Chairperson/ Principal
2.	Mr. Deepak Sachdeva	Incharge
3.	Ms. Meenu	Incharge
4.	Ms. Anamika Watts	Representative/ IQAC
5.	Mr. Sandeep Kumar	Student Representative
6.	Ms. Palak	Student Representative
7.	Mr. Varun Chillana	Office Superintendent

Copy to:

1. Prevention of Sexual Harassment committee members concerned
2. Anti-Ragging committee members concerned
3. Student Grievance Redressal committee members concerned
4. IQAC
5. Office file

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K.M.-7, Hanumangarh Road, Abohar

Ref: SYON/ICC/2022/01/06/1

Date: 01/06/2022

Circular

The Internal Complaints committee is formed and members are identified from all departments for the academic year 2022-2023. The duties and responsibilities of the committee members will be intimated by the Principal.

Constitution of the Internal Complaints Committee

(Academic Year 2022-23)

Sr. No.	Name	Designation
1.	Dr. G.L Sharma	Chairperson/ Principal
2.	Mr. Deepak Sachdeva	Incharge
3.	Ms. Anamika Watts	Incharge
4.	Mr. Gursewak Singh	Representative/ IQAC
5.	Ms. Suman Devi	Student Representative
6.	Mr. Vishal	Student Representative
7.	Mr. Varun Chillana	Office Superintendent

Copy to:

1. Prevention of Sexual Harassment committee members concerned
2. Anti-Ragging committee members concerned
3. Student Grievance Redressal committee members concerned
4. IQAC
5. Office file

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Internal Complaint Committee Academic Year (2022-2023) Minutes of Meeting

Meeting 1

The Internal Complaint Committee meeting was held on 6th June, 2022 in Principal's office at 11:30 am. The following members were present:-

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Deepak Sachdeva – Incharge
3. Ms. Anamika Watts – Incharge
4. Mr. Gursewak Singh – Representative/ IQAC
5. Ms. Suman Devi – Students Representative
6. Mr. Vishal – Student Representative
7. Mr. Varun Chillana – Office Superintendent

The Principal G.L.Sharma welcomed all the members who were present for the meeting. The meeting thereafter deliberated on agenda items as had been approved by the Chairman.

Date of Meeting	Agenda	Action taken
6 th June, 2022	To discuss the role and functions of newly constituted ICC.	ICC Incharge explained the role and importance of ICC. She also briefed the responsibilities of all committee members.
	To discuss activities conducted for first year students	ICC along with Anti-Ragging committee had conducted open discussion prevention on anti ragging.

The committee members proposed vote of thanks and the meeting came to an end.

Incharges

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Meeting 2

The Internal Complaint Committee meeting was held on 23rd Jan, 2023 in Principal's office at 2:30 pm. The following members were present:-

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Deepak Sachdeva – Incharge
3. Ms. Anamika Watts – Incharge
4. Mr. Gursewak Singh – Representative/ IQAC
5. Ms. Suman Devi – Students Representative
6. Mr. Vishal – Student Representative
7. Mr. Varun Chillana – Office Superintendent

The Principal G.L.Sharma welcomed all the members who were present for the meeting. The meeting thereafter deliberated on agenda items as had been approved by the Chairman.

Date of Meeting	Agenda	Action taken
23 rd Jan, 2023	To discuss activities conducted for Gender Sensitization & Equity and women in Education	ICC along with WDC committee had conducted various activities related with Gender Sensitization & Equity and women in Education. WDC Incharge summarized all the conducted activities in the meeting.
	Any other matter with the permission of the chair	The meeting ended with at positive note.

The committee members proposed vote of thanks and the meeting came to an end.

Incharges

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Principal

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Internal Complaint Committee Academic Year (2021-2022) Minutes of Meeting

Meeting 1

The Internal Complaint Committee meeting was held on 16th Nov, 2021 in Principal's office at 11:30 am. The following members were present:-

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Deepak Sachdeva – Incharge
3. Ms. Meenu – Incharge
4. Ms. Anamika Watts – Representative/ IQAC
5. Ms. Palak – Students Representative
6. Mr. Sandeep Kumar – Student Representative
7. Mr. Varun Chillana – Office Superintendent

The Principal G.L.Sharma welcomed all the members who were present for the meeting. The meeting thereafter deliberated on agenda items as had been approved by the Chairman.

Date of Meeting	Agenda	Action taken
16 th Nov, 2021	To discuss the role and functions of newly constituted ICC.	ICC Incharge given explanation about the role of ICC and their responsibilities to the present members
	Any complaint from the students regarding sexual harassment or any grievance from them during online teaching.	No Complaints received.

The committee members proposed vote of thanks and the meeting came to an end.

Incharges

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Meeting 2

The Internal Complaint Committee meeting was held on 24th Feb, 2022 in Principal's office at 1:30 pm. The following members were present:-

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Deepak Sachdeva – Incharge
3. Ms. Meenu – Incharge
4. Ms. Anamika Watts – Representative/ IQAC
5. Ms. Palak – Students Representative
6. Mr. Sandeep Kumar – Student Representative
7. Mr. Varun Chillana – Office Superintendent

The Principal G.L.Sharma welcomed all the members who were present for the meeting. The meeting thereafter deliberated on agenda items as had been approved by the Chairman.

Date of Meeting	Agenda	Action taken
24 th Feb, 2022	To welcome all the members.	Principal Dr. G.L. Sharma welcomed all members of ICC constituted for the academic year 2021 -22.
	To coordinate with WDC committee for Activities	The committee members were instructed to Coordinate with the WDC. Committee conduct Extension Lecture on International Women Day organised for the 2 nd week of March.

The committee members proposed vote of thanks and the meeting came to an end.

Incharges

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Internal Complaint Committee Academic Year (2020-2021) Minutes of Meeting

Meeting 1

The Internal Complaint Committee's meeting was conducted online via Google meet platform on 30th June 2020 at 10:30 am. The following members were present:

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Amit – Incharge
3. Ms. Kajal – Incharge
4. Ms. Anamika Watts – Representative/ IQAC
5. Ms. Kanta – Students Representative
6. Mr. Aman Kumar – Student Representative
7. Mr. Varun Chillana – Office Superintendent

The Principal G.L.Sharma welcomed all the members who were present for the meeting. The meeting thereafter deliberated on agenda items as had been approved by the Chairman.

Date of the Meeting	Agenda	Action Taken
30 th June, 2020	To welcome all the members.	Principal Dr. G.L. Sharma welcomed all members of ICC constituted for the academic year 2020 -21
	To coordinate with WDC committee for Activities	The committee members were instructed to Coordinate with the WDC com Committee conduct online Extension Lecture related on Women Health and Hygiene delivered by incharges during online session

The committee members proposed vote of thanks and the meeting came to an end.

Incharges

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Principal

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Meeting 2

The Internal Complaint Committee's meeting was conducted online via Google meet platform on 8th June, 2021 at 10:30 am. The following members were present:

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Amit – Incharge
3. Ms. Kajal – Incharge
4. Ms. Anamika Watts – Representative/ IQAC
5. Ms. Kanta – Students Representative
6. Mr. Aman Kumar – Student Representative
7. Mr. Varun Chillana – Office Superintendent






The principal Dr.G.L.Sharma welcomed all the members who were present for the meeting. The Incharge of concerned committee informed the members that there was no official complaint from any students regarding sexual harassment or any grievance from them during online teaching.

Report-NIL No Complaints received.

Any other matter - All **teachers** agreed that in view of the unusual situation of the pandemic all teachers should be in communication with the students to ensure that they are in good physical and mental health.

There being no other matter, the meeting ended with a vote of thanks to the Chair.

Incharges

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Internal Complaint Committee Academic Year (2019-2020) Minutes of Meeting

Meeting 1

The Internal Complaint Committee meeting was held on 19th June, 2019 in Principal's office at 10:30 am. The following members were present:-

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Kishori Lal – Incharge
3. Ms. Kajal – Incharge
4. Mr. Gursewak Singh – Representative/ IQAC
5. Ms. Gagandeep – Students Representative
6. Mr. Anoop Kumar – Student Representative
7. Mr. Varun Chillana – Office Superintendent

The Principal G.L.Sharma welcomed all the members who were present for the meeting. The meeting thereafter deliberated on agenda items as had been approved by the Chairman.

Date of Meeting	Agenda	Action taken
19 th June, 2019	To welcome all the members.	Principal Sir Dr. G.L. Sharma welcomed all members of ICC constituted for the academic year 2019 -20
	To discuss the role and functions of newly constituted ICC.	ICC Incharge given explanation about the role of ICC and their responsibilities to the present members

The committee members proposed vote of thanks and the meeting came to an end.

Incharges

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Meeting 2

The Internal Complaint Committee meeting was held 20th Jan, 2020 in Principal's office at 11:30 am. The following members were present:-

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Kishori Lal – Incharge
3. Ms. Kajal – Incharge
4. Mr. Gursewak Singh – Representative/ IQAC
5. Ms. Gagandeep – Students Representative
6. Mr. Anoop Kumar – Student Representative
7. Mr. Varun Chillana – Office Superintendent

The Principal G.L.Sharma welcomed all the members who were present for the meeting. The meeting thereafter deliberated on agenda items as had been approved by the Chairman.

Date of Meeting	Agenda	Action taken
20 th Jan, 2020	To welcome all the members.	Principal Dr. G.L. Sharma welcomed all members of ICC constituted for the academic year 2019 -20
	To discuss the role and functions of newly constituted ICC.	ICC Incharge given explanation about the role of ICC and their responsibilities to the present members
	To coordinate with Anti- Ragging committee for Activities	The committee members were instructed to Coordinate with the Anti- Ragging committee in organizing programme for the last week of July

The committee members proposed vote of thanks and the meeting came to an end.

Incharges

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Principal

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Internal Complaint Committee Academic Year (2018-2019) Minutes of Meeting

Meeting 1

The meeting of the Internal Complaint Committee took place on June 7, 2018 at 3:00 pm in the Principal's office, with all the members in attendance.

The principal Dr. G.L. Sharma welcomed all the members. After thorough deliberation, the following students were nominated as representatives of the committee.

1. Ms. Rajni
2. Mr. Shubham Juneja

The nominations were unanimously approved by all committee members and decided to inform nominated students about their selection and responsibilities. The members of committee with their designation are as follows.

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Sandeep – Incharge
3. Ms. Kajal – Incharge
4. Ms. Anamika Watts – Representative/ IQAC
5. Ms. Rajni – Students Representative
6. Mr. Shubham Juneja – Student Representative
7. Mr. Varun Chillana – Office Superintendent

It was also decided to organized two days Special Enrollment camp for girls on first week of July coordinate with the Women Development committee. The committee members proposed vote of thanks and the meeting came to an end.

Members Presented

1. Dr. G.L.Sharma
2. Mr. Sandeep
3. Ms. Kajal
4. Ms. Anamika Watts
5. Mr. Varun Chillana

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Meeting 2

The Internal Complaint Committee meeting was held on 20th Feb, 2019 in Principal's office at 2:30 pm. The following members were present:-

1. Dr. G.L.Sharma – Chairperson/ Principal
2. Mr. Sandeep – Incharge
3. Ms. Kajal – Incharge
4. Ms. Anamika Watts – Representative/ IQAC
5. Ms. Rajni – Students Representative
6. Mr. Shubham Juneja – Student Representative
7. Mr. Varun Chillana – Office Superintendent

The Principal G.L.Sharma welcomed all the members who were present for the meeting. The meeting thereafter deliberated on agenda items as had been approved by the Chairman.

Date of Meeting	Agenda	Action taken
20 th Feb, 2019	To discuss the duties of the members of Internal Complaints Committee	To assign the duties of ICC members by the chairman
	Giving awareness regarding rules of ICC to the students	Mr. Sandeep to give information to the regarding the rules of ICC in the orientation sessions

The committee members proposed vote of thanks and the meeting came to an end.

Incharges

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Principal

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