



Assam down town University

Established under The Assam Act No. VIII/ 2010, Gazette No. LGL. 9/2010/11
NAAC Accredited & UGC 12 (B) Status Holder

COMMITTEE NAME	DATE	TIME AND VENUE
Internal Complaint Committee	28/08/2023	2:30 p.m Council Room, AdtU

MEETING MINUTES

Sl.NO	NAME	DESIGNATION	POSITION	SIGNATURE
1.	Prof.Nongmeikapam Monika	Professor , Faculty of Nursing	Presiding Officer	
2.	Dr. Mala Dutta	Associate Professor, Faculty of Engineering & Technology	Member	
3.	Ms. Angshumala Adhikary	Psychological Counsellor	Member Secretary	
4.	Mrs. Yugabrata Dutta	NGO Member	External Member	
5.	Mrs. Anita Das	HR officer	Member	
6.	Mrs. Tina Mazumdar	Assistant Professor, Faculty of Humanities & Social Sciences	Member	
7.	Mr. Zafaryal Hady Hussain	Legal Officer	Member	
8.	Ms. Kahua Bora	Senior Admission Executive	Member	
9.	Mr. Pranab Barman	Hostel Warden, Boys	Member	
10.	Ms. Utpala Barman	Hostel Warden, Girls	Member	
11.	Kaberi Bora	Student	Student Member	
12.	Sudeshna Bardoloi	Student	Student Member	
13.	Sungjemmongla walling	Student	Student Member	

AGENDA

1. Review of the previous meeting
2. Re-Constitution of the committee.
3. Discussion on Procedures for Strengthening Campus Safety: ICC's Role and Responsibilities



Assam down town University

Established under The Assam Act No. VIII/ 2010, Gazette No. LGI. 9/2010/11
NAAC Accredited & UGC 12 (B) Status Holder

MINUTES of ICC

ITEMS:

DISCUSSIONS & RESOLUTIONS:

1. Welcome & opening remarks

The meeting was called to order by the Presiding Officer.
Presiding Officer welcomed all members and thanked them for attending.

2. Review of the previous meeting

- Activities are still being continued.

3. Re-Constitution of the committee.

- New members of the meeting were constituted.

4. Details of the complaint

- No complaint received during the period.

5. Discussion on Procedures for Strengthening Campus Safety: ICC's Role and Responsibilities

- Provide a fair, confidential, and time-bound process for addressing grievances.
- Assign responsibilities for implementing proposed measures.
- Organize inter-departmental meetings to align safety initiatives.

*No report or complaint has been received in the campus.