

COMMITTEE NAME	DATE	TIME AND VENUE
Internal Complaint Committee	30-04-2024	2.30 p.m Board Room, AdtU

MEETING NO: 6

The following members attended the meeting:

1. Ms. Gariasi Dutta
2. Prof. Dr. Manashi Sengupta
3. Dr. Anita Dakua
4. Dr. Prateeti Barman
5. Mr. Ashim Barman
6. Ms. Deepali Borthakur
7. Ms. Neha Nongmeikapam

AGENDA

1. Discussion on the Outcomes of Initiatives for Managing Sexual Harassment in Home and Workplace
2. Discussion on the upcoming calendar of workshops and events to be organized

MINUTES OF ICC

ITEMS:

DISCUSSIONS & RESOLUTIONS:

Discussion on the Outcomes of Initiatives for Managing Sexual Harassment in Home and Workplace

The committee initiated the discussion on the outcomes of the implemented initiatives to manage sexual harassment within the organization.

1. Reporting Mechanisms

The committee reviewed the effectiveness of the established reporting mechanisms.

Outcome: There has been a significant increase in the number of reported incidents, indicating increased trust in the system.

Feedback: Reports are being handled more efficiently with anonymity and confidentiality maintained.

2. Awareness Programs

The impact of regular awareness programs was discussed.

Outcome: Higher levels of awareness among students and staff about what constitutes sexual harassment and the reporting process.

Feedback: Positive responses from participants indicate they feel more informed and empowered.

3. Support Systems for Victims

The committee discussed the utilization and effectiveness of support systems. Despite no reported cases arising within the campus, the discussion addressed instances where students encountered harassment in local buses and marketplaces.

Outcome: There has been an increased uptake of counseling services by victims.

Feedback: Victims report feeling supported and less isolated, and peer support groups have fostered a sense of community and mutual aid.

4. Immediate Response to Complaints

The committee evaluated the immediate response to complaints.

Outcome: Complaints are acknowledged promptly, and interim measures are effectively preventing further harassment during investigations.

Feedback: Complainants feel reassured and protected during the investigation process.

6. Investigation Process

The effectiveness of the investigation process was outlined.

Outcome: Investigations are being conducted impartially and thoroughly, with timely resolutions.

Feedback: Both complainants and the accused report confidence in the fairness and confidentiality of the process.

7. Preventive Measures

The impact of preventive measures was assessed.

Outcome: Regular policy reviews and training sessions have led to a noticeable decrease in incidents of sexual harassment in terms of employees as well as students.

Feedback: Community members are more vigilant and proactive in preventing harassment.

8. Feedback Mechanisms

The implementation of feedback mechanisms was reviewed.

Outcome: Constructive feedback has led to continuous improvements in policies and procedures.

Feedback: Community members appreciate the opportunity to contribute to the improvement process.

9. Fostering a Culture of Respect

The committee examined the progress in fostering a culture of respect and equality.

Outcome: A more inclusive and respectful environment has been observed, with increased diversity and inclusion efforts.

Feedback: A positive cultural shift has been noted, with leadership demonstrating a strong commitment to these values.

The committee summarized the positive outcomes of the initiatives. The initiatives have effectively increased reporting, support, and preventive measures, leading to a safer and more supportive environment. Continued collaboration and commitment are essential to maintaining and enhancing these positive outcomes.

The meeting concluded with a call to action for ongoing efforts and continuous improvement to ensure the continued safety and well-being of the community.

The upcoming calendar of workshops and events to be organized

Discussion on Potential Events and Workshops:

1. Sexual Harassment Awareness Workshop:

Aim: Raise awareness about sexual harassment, rights, and reporting procedures.

Format: Interactive sessions, panel discussions, and case studies.

Target Audience: Students, faculty, and staff.

Frequency: Biannually.

2. Leadership and Diversity Seminar:

Aim: Promote diversity and inclusion in leadership roles.

Format: Guest speakers, workshops, and group discussions.

Target Audience: Students aspiring for leadership positions.

Frequency: Annually.

3. Stress Management Workshop:

Aim: Provide strategies for coping with stress and promoting mental well-being.

Format: Relaxation techniques, mindfulness sessions, and stress assessment tools.

Target Audience: Students, faculty, and staff.

Frequency: Quarterly.

4. Conflict Resolution Training:

Aim: Equip participants with skills to handle conflicts effectively.

Format: Role-playing exercises, case studies, and mediation techniques.

Target Audience: Student leaders, faculty, and administrative staff.

Frequency: Once per semester.

5. Career Development Expo:

Aim: Provide resources and guidance for career planning and advancement.

Format: Resume workshops, mock interviews, and networking opportunities.

Target Audience: Students nearing graduation and alumni.

Frequency: Biannual.

6. Health and Wellness Fair:

Aim: Promote physical and mental well-being among the university community.

Format: Health screenings, fitness classes, nutrition workshops, and wellness booths.

Target Audience: All students, faculty, and staff.

Frequency: Annually.

7. Financial Literacy Workshop:

Aim: Educate participants about budgeting, saving, and financial planning.

Format: Financial planning seminars, budgeting exercises, and investment discussions.

Target Audience: Students and young professionals.

Frequency: Once per semester.

8. Cultural Diversity Celebration:

Aim: Celebrate the diverse cultures represented within the university community.

Format: Cultural performances, food tastings, and cultural exchange activities.

Target Audience: All students, faculty, and staff.

Frequency: Annually.

Finalized Calendar:

Sexual Harassment Awareness Workshop - October 2024, March 2025

Leadership and Diversity Seminar - November 2024

Stress Management Workshop - February, May, August, November 2025

Conflict Resolution Training - September 2024, January 2025

Career Development Expo - April, October 2025

Health and Wellness Fair - March 2025

Financial Literacy Workshop - February, September 2025

Cultural Diversity Celebration - May 2025

Note: Dates and frequencies are subject to change based on availability of resources and feedback from the university community.

The meeting concluded with summarizing the discussed points by Ms. Neha Nongmeikapam

Neha Nongmeikapam
Member Secretary, Internal Complaints Committee

