

Academic Year 2024 -2025

Internal Complaints committee cell

Ref.No: IIMS/23-24/

Date: 08/10/2024

Notice

The meeting of the Internal Complaints committee cell is scheduled on **Wednesday 09 Oct-2024** at 3:30 p.m. at Meeting Room (Think Tank).All members are requested to be present for the said meeting.

Agenda of Meeting:

- Review and approval of the minutes from the last meeting.
- Arranging guest session on Human right & Posh
- Discussion on proactive measures to create a safe working environment.
- Discussion on upcoming activities and initiatives of the committee & Setting goals for continuous improvement.
- Induction of New Students & Faculty Members into the Committee
- Next Meeting Date and Adjournment

Sr.No	Name	Designation	Role	Signature
1	Dr Shivaji Mundhe	Director	Chairperson	
2	Dr Vandana Mohanty	Associate. Professor	Member& Convenor	
3	Mrs Aditi Chiplunkar	Admin Officer	Member	
4	Mrs Archana Dobe	Life Coach,Vivek Doba Training Academy	External Member	
5	Smt Aruna Tai Marathe	Director,Vivekanand Kendra Kanya kumari Shakha,Pimpri Chinchwad	External Member	
6	Mrs.Amruta Tendulkar	Assistant Professor	Member	
7	Adv.Pallavi Thithe	Adv.AVK Law Associate	External Member	
8	Mr.Mishra Abhishek	Student,MBA IInd Year	Member	
9	Ms.Rakshe Akanksha	Student,MBA IInd Year	Member	
10	Mr.Patankar Soham	Student,MCA IInd Year	Member	
11	Ms.Siddhi Adhav	Student,MCA IInd Year	Member	



Yashaswi Education Society's

Reg No. Maha. : 417/2007/Pune

INTERNATIONAL INSTITUTE OF MANAGEMENT SCIENCE

An ISO 9001 Certified Institute

(Approved by AICTE Ministry of HRD Govt. of India, Recognised by Govt. of Maharashtra
and Affiliated to Savitribai Phule Pune University)

Campus. : IIMS Bldg, S. No. 169/1/A, Opp. Elpro International, Chinchwad, Pune - 411033. Ph.: (020) 27353730/32/33/34, Fax : (020) 27354731
Website. : www.iims.ac.in E-mail : info@iims.ac.in

Copy to-

- Institute Notice Board
- Institute Admin Office
- Vivek Doba Training Academy
- Vivekanand Kendra Kanya kumari Shakha, Pimpri Chinchwad
- AVK Law Associate

Internal Complaints committee cell

Minutes of Meeting

Ref No: IIMS/Minutes meet/23-24/

Date: 10/10/2024

The Chairperson Dr .Shivaji Mundhe chaired the meeting. He welcomed all the members of the committee and the meeting was started at 3:30pm

Minutes of the Meeting:

The Meeting started with the reading of previous Minutes of Meeting by the Convenor & previous meeting were reviewed. All action items were confirmed as completed or discussed further if outstanding.

1. Understanding the Sexual Harassment Act: Overview of the key provisions and objectives of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressed) Act, 2013.

2. Introduction and Meeting Objectives:

- Overview of the ICC's role in fostering a safe and respectful environment.
- Key objectives for the meeting and expected outcomes.

3. Planning for Posh Session for MBA & MCA Student

- Planning to conduct Posh session for MBA & MCA Student to create awareness among the students
- The workshop/Session aims to educate students on their rights and responsibilities under the Act and feel free to share the quire related to any problems face by student
- Review of current awareness initiatives to educate members on policies against harassment or misconduct.

4 Importance of Sensitization:

Dr.Vandana Mohanty highlighting the need for awareness and understanding among all employees to create a safe and respectful workplace. Emphasizing the importance of leadership involvement in promoting a culture of respect and zero tolerance towards sexual harassment.

5. Role of the Committee

- Dr. Vandana highlighted the role of the committee in resolving any problems related to Sexual Harassment of Women at the workplace.
- The committee's commitment to providing a safe and respectful environment for all members of the Women's College community was emphasized.

6 Student Representative in ICC: Introduction of new student and faculty members & their Roles and responsibilities, with a focus on grievance redressal procedures. New members of students representative for MBA & MCA Ms.Leeja Nayak,Ms.Natasha Dala,Mr.Kunal Ganvir & Faculty Members in the committees Dr.Ashwini Bramhe,Dr.Madhura Deshpande

7. No cases of Sexual Harassment was found, the meeting was concluded by Dr.Vandana Mohanty with the presentation of Vote of Thanks. The next meeting will be scheduled to review the progress of sensitization efforts and plan further initiatives.

Action Items:

1. Dr. Vandana suggest to plan the training sessions for all employees & student for creating more awareness



- Ms. Pallavi Thatte and Mrs. Amruta Tendulkar to start planning the workshop for the upcoming batch.

Following Members were present in the meeting-

Sr.No	Name	Designation	Role	Attendance
1	Dr Shivaji Mundhe	Director	Chairperson	
2	Dr Vandana Mohanty	Associate. Professor	Membe& Convenor	
3	Mrs Aditi Chiplunkar	Admin Officer	Member	
4	Mrs Archana Dobe	Life Coach,Vivek Doba Training Academy	External Member	
5	Smt Aruna Tai Marathe	Director,Vivekanand Kendra Kanya kumari Shakha,Pimpri Chinchwad	External Member	
6	Mrs.Amruta Tendulkar	Assistant Professor	Member	
7	Adv.Pallavi Thithe	Adv.AVK Law Associate	External Member	
8	Mr.Mishra Abhishek	Student,MBA IInd Year	Member	
9	Ms.Rakshe Akanksha	Student,MBA IInd Year	Member	
10	Mr.Patankar Soham	Student,MCA IInd Year	Member	
11	Ms.Siddhi Adhav	Student,MCA IInd Year	Member	

Invitee:

Sr.No	Name	Designation	Role	Attendance
1	Dr.Ashwini Brahme	Associate. Professor	Member	
2	Dr.Madhura Deshpande	Assistant. Professor	Member	
3	Ms.Leeja Nayak	Student,MBA ISTYear	Member	
4	Ms.Natasha Dalal	Student,MCA ISTYear	Member	
5	Mr.Kunal Ganvir	Student,MBA ISTYear	Member	