


## Notice

All honourable members are informed that the meeting will be held on 25<sup>th</sup> Feb. 2021 on Thursday at 1.00 P. M. hence present in Electronics Department punctually –

### Agenda :-

Review of ICC Committee work

1. Dr. M. T. Nikam -  
Dept. of Zoology



2. Dr. R. P. Gawai  
Dept. of Commerce



3. Dr. S. M. Kalakhe -  
Dept. of Economics



- 4 Dr. M. J. Jadhav



Dept. of Computer Science

- 5 Dr. Jyotitai S. Khedekar  
Senate Member & Social Worker.



- 6 Miss Kalyani V. Bhutekar



B. Sc. II (Bio)



Incharge

(Mrs S. A. Katole.)

Internal Complaints Committee

Shri Shivaji Science & Arts College Chikhli.

Date: 25/02/2021

**Minutes of the Meeting :**

A meeting was held on to constitute the Internal Complaint Committee on 25<sup>rd</sup>Feb 2021 on Tuesday at 1:00 PM in Electronics Department.

**Following members attended the meeting:**

- |   |                  |
|---|------------------|
| (1) Prof. Shalini A. Katole :-<br>Head & Associate Prof. Department of Electronics. | President (ICC)  |
| (2) Prof. M. T. Nikam: -<br>Head & Prof, Department of Zoology                      | Secretary member |
| (3) Prof. Raju P. Gawai :-<br>Head & Associate Prof, Department of Commerce         | Male member      |
| (4) Dr. Sunita M. Kalakhe :-<br>Head & Assistant Prof, Department of Economics      | Female member    |
| (5) Dr. Mukti E. Jadhav :-<br>Assistant Prof, Department of Computer Science        | Female member    |
| (6) Dr. Jyotitai S. Khedekar :-<br>Senate Member & Social Worker                    | External member  |
| (7) Ms. Kalyani V. Bhutekar:-<br>Student representative                             | Student member   |

Dr. Shalini Katole, presided over this meeting. Initially, she welcomed all the Committee members and then the items on the agenda were taken for discussion.

Discussion on the following points took place.

Discussion on the following below points took place.

**Item No.1 Confirmation of minutes of the previous meeting**

Resolution : The minutes of previous meeting dated 23<sup>rd</sup> Jun 2020, were confirmed unanimously

Proposed By – Prof. Shalini Katole  
Seconded By- All Members

**Item No.2 Work plan of ICC.**

Resolution : As per the suggestion of Prof. M. T. Nikam the ICC should be worked as per the guidelines of UGC& Sant Gadge Baba Amravati University, Amravati, Regulations of Sexual Harashment Act.

Proposed By – Prof. M. T. Nikam  
Seconded By- All Members

**Item No.3 Preparation of complaint form for ICC**

Resolution :Dr. Sunita M. Kalakhethethe format of complaint form for the ICC has been suggested. It has been decided unanimously

Proposed By – Dr. Sunita M. Kalakhe  
Seconded By- All Members


**Meeting concluded at 2:00 P.M.**

  
**Prof. Shalini A. Katole**  
**President of ICC**

### Action Taken

The ICC meeting was held on dated 25<sup>th</sup> Feb 2021, following items of meeting were fulfilled

1. Confirmation of minutes of the previous meeting.
2. Work plan of ICC.
3. Preparation of complaint form for ICC



**Prof. Shalini A. Katole**  
President of ICC