

Meeting of Grievances Cell (Girls Wing)

Lyallpur Khalsa College, Jalandhar (2014-15)

Time and Date: 11:00 a.m. on 05.08.14

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Porf. Sukhvinder Kaur Rai

Members Present:

Dr. Gagandeep Kaur

Prof. Jaswinder Kaur

Prof. Amita Shahid

Porf. Manmeet Sodhi

Members Absent: None

Agenda: Plan for the session (2014 – 2015).

Discussion/ Action taken:

- Steps were suggested for the collection of girls students grievance through HOD's.
- Suggestions for the complaint boxes for the girls students.
- Squads consisting of senior faculty members, students and security staff constituted to do regular patrolling, at least for minimum two months of commencement of the session.

Matter left undecided: -

Time and Venue of next meeting: 12:00 noon, Zoology Department Staff Room (Science Block)

Meeting of Grievances Cell (Girls Wing)

Lyallpur Khalsa College, Jalandhar (2014-15)

Time and Date: 12:00 noon, on 13.02.15

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Porf. Sukhvinder Kaur Rai

Members Present:

Dr. Gagandeep Kaur

Prof. Jaswinder Kaur

Prof. Amita Shahid

Porf. Manmeet Sodhi

Members Absent: None

Agenda: Plan for the next year.

Discussion/ Action taken:

- It was decided to increase Gender equity activities in the campus.
- Suggestions were asked to publicise the cell activities.
- It was passed to motivate girls students to be vocal about their problems and grievances.

Matter left undecided: - None

Time and Venue of next meeting: To be intimated later

Meeting of Grievances Cell (Girls Wing)

Lyallpur Khalsa College, Jalandhar (2015-16)

Time and Date: 11:00 a.m. on 06.08.15

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Porf. Sukhvinder Kaur Rai

Members Present:

Dr. Gagandeep Kaur

Prof. Jaswinder Kaur

Prof. Amita Shahid

Porf. Manmeet Sodhi

Members Absent: None

Agenda: Chalking out Working of the cell for the session 2015 – 2016.

Discussion/ Action taken:

- Circular to the Heads of various Departments to be sent to make aware the girl students about women helpline number (1091) and also about the cell.
- It was passed to organise interactive meets with students to inform them about the activities and importance of this cell and their welfare.
- Suggestion were asked for promoting gender equity in the campus .

Matter left undecided: None

Time and Venue of next meeting: 12:00 noon, Zoology Department Staff Room (Science Block)

Meeting of Grievances Cell (Girls Wing)

Lyallpur Khalsa College, Jalandhar (2015-16)

Time and Date: 12:00 noon, on 11.02.16

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Porf. Sukhvinder Kaur Rai

Members Present:

Dr. Gagandeep Kaur

Prof. Jaswinder Kaur

Prof. Amita Shahid

Porf. Manmeet Sodhi

Members Absent: None

Agenda: To review the activities of the cell.

Discussion/ Action taken:

- It was passed to celebrate Women's Day with focus on Female foeticide
- To sensitize boy students towards respect and equity for Girls students and womenkind at large
- To display relevant information about the grievances redressal mechanism
- **Matter left undecided:** None

Time and Venue of next meeting: To be intimated later.

Meeting of Grievances Cell (Girls Wing)

Lyallpur Khalsa College, Jalandhar (2016-17)

Time and Date: 11:00 a.m. on 04.08.16

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Prof. Sukhvinder Kaur Rai

Members Present:

Dr. Gagandeep Kaur

Prof. Jaswinder Kaur

Prof. Amita Shahid

Dr. Manmeet Sodhi

Dr. Navjot Kaur

Members Absent: None

Agenda: Plan for the session (2016 – 2017).

Discussion/ Action taken:

- It was decided to make to aware girl students about self defence.
- It was also decided to organise a Self defence training program for girls students.
- It was passed to organize a lecture on stress management for girl students.

Matter left undecided: None

Time and Venue of next meeting: 12:00 noon, Zoology Department Staff Room (Science Block)

Meeting of Grievances Cell (Girls Wing)

Lyallpur Khalsa College, Jalandhar (2016-17)

Time and Date: 12:00 noon, on 25.12.17

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Dr. Gagandeep Kaur

Members Present:

Dr. Gagandeep Kaur

Prof. Jaswinder Kaur

Prof. Amita Shahid

Dr. Manmeet Sodhi

Members Absent: Dr. Navjot Kaur

Agenda: Review of activities and achievements of the cello and deciding action plan for the next year.

Discussion/ Action taken:

The member expressed satisfaction o the working of the Cell in 2016-17. Following decision were taken for the next session:

- It was passed to augment personal counselling activities for the girls students
- It was passed to install suggestion/complaint boxes on key locations in the campus..
- It was also passed to install HD CCTV cameras in the girls section of the college canteen

Matter left undecided: None

Time and Venue of next meeting: To be intimated later.

Meeting of Grievances Cell (Girls Wing)
Lyallpur Khalsa College, Jalandhar (2017-18)

Time and Date: 11:00 a.m. on 09.08.17

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Dr. Gagandeep Kaur

Members Present:

Prof. Jaswinder Kaur

Prof. Amita Shahid

Dr. Manmeet Sodhi

Dr. Navjot Kaur

Members Absent: Dr. Manmeet Sodhi

Agenda: Plan of activities on the commencement of session (2017 – 2018).

Discussion/ Action taken:

- Steps were suggested for combating harassment of women and creation of healthy environment in college campus.
- Telephone numbers of the senior faculty members shall be given to every new entrant with the advice that they may report their problems through these numbers or drop their complaint in writing in complaint box.
- Squads consisting of senior faculty members, students and security staff constituted to do regular patrolling, at least for first month of commencement of the session.
- A programme of extra-mural activities e.g. awareness programmes, yoga camps/ self defence training would be planned.

Matter left undecided: -

Time and Venue of next meeting: 12:00 noon, Zoology Department Staff Room (Science Block)

Meeting of Grievances Cell (Girls Wing)

Lyallpur Khalsa College, Jalandhar (2017-18)

Time and Date: 12:00 noon, on 16.02.18

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Dr. Gagandeep Kaur

Members Present:

Prof. Jaswinder Kaur

Prof. Amita Shahid

Dr. Manmeet Sodhi

Dr. Navjot Kaur

Members Absent: None

Agenda: To highlight the activities of the cell and to plan for the next year

Discussion/ Action taken:

- To send as reminders, letters to the Heads of various Departments to make the girl students aware about women helpline number (1091) and also about the cell..
- Teachers from various departments were also invited to express their views.
- Girl students were also addressed by cell members to highlight the activities and importance of this cell and their welfare.

Matter left undecided: None

Time and Venue of next meeting: To be intimated later.

Meeting of Grievances Cell (Girls Wing)

Lyallpur Khalsa College, Jalandhar (2018-19)

Time and Date: 12:45 p.m. on 02.09.18

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Dr. Gagandeep Kaur

Members Present:

Prof. Jaswinder Kaur

Prof. Amita Shahid

Dr. Manmeet Sodhi

Dr. Navjot Kaur

Members Absent: None

Agenda: Activities of the cell for the session

Discussion/ Action taken:

- A complaint by Pavneet Kaur, student of M.Com Sem – III regarding the safe and separate parking of vehicles for girl students was received.
- Redressing the grievance regarding parking, it was decided that separate parking area to be allotted for parking the vehicles of girl students to avoid any harassment.
- Girls were motivated to lodge their complaints even anonymously, through suggestion boxes.
- It was decided to organise with Social Sensitization Club, Women Redressal Cell (Female Staff) and Women Redressal Cell (Girl Students) to organize one week yoga camp.

Matter left undecided: -

Time and Venue of next meeting: 11:00 a.m., Zoology Department Staff Room (Science Block)

Meeting of Grievances Cell (Girls Wing)
Lyallpur Khalsa College, Jalandhar (2018-19)

Time and Date: 11:00 a.m. on 19.02.19

Venue: Zoology Department Staff Room (Science Block)

Coordinator/ Convener: Dr. Gagandeep Kaur

Members Present:

Prof. Jaswinder Kaur

Prof. Amita Shahid

Dr. Manmeet Sodhi

Dr. Navjot Kaur

Members Absent: None

Agenda: Redressing the grievance of B.Sc (I) semester Medical/ Non-Medical students regarding lunch break.

Discussion/ Action taken: The Cell expressed contentment at the way the girls students were coming up with their problems. It was passed that:

- It was also passed to put flex boards in the campus about the cell activities.
- Email id of the cell be generated for receiving complaints from the students
- Cell members/ coordinators contact numbers to be displayed in the campus for complaints by students.
- Cell members were asked to address Girl students about activities and importance of this cell.
- Different HOD's were also suggested to collect the grievances of student and inform to the cell.

Matter left undecided: -

Time and Venue of next meeting: 10:00 a.m., Zoology Department Staff Room (Science Block)

Meeting of Grievances Cell (Girls Wing)

Lyallpur Khalsa College, Jalandhar



Minutes of First Meeting of Anti-Ragging Committee

Lyallpur Khalsa College, Jalandhar (2017-18)

Time and Date: 11:00 AM (23-08-2017)

Venue: New P.G. Block

Coordinator/ Convener: Dr. Santokh Singh

Members Present (Names):

1. Dr. Balwinder Singh Chahal
2. Sandeep Bassi
3. Prab Dyal
4. Jaswinder Kaur
5. Dr. Jaspal Singh
6. Dr. R.S Sandhu
7. Dr. S.S Bains
8. Dr. Tarsem Singh
9. Dr. Amanpreet Kaur Sandhu

Members absent (Names): NIL

Agenda: Prevent the ragging inside and outside the campus.

Discussion Details: The meeting was chaired by Dr. Santokh Singh as a Chairman of anti-ragging committee. He discussed about the movement of the hostel students during late hours to prevent the ragging outside the campus.

Decisions Taken:

1. During Library period, some of student's were found gossiping so they were instructed to keep quite in library and to follow rules of library
2. Surprise visit made by our lady squad members at evening time some of girls students were not present at that time in the Girls Hostel. They have instructed to meting with students to advise them to regulate their own movements and not go to outside without prior permission.
3. Organized me interactions specially strangers and undesirable characters.
4. Anti-ragging toll free number is displayed on the college website.

Matter left undecided: NIL

Time & Venue of Next Meeting: 11:00 am (24/10/2017) New P.G.Block

Convener/ Coordinator

Minutes of Second Meeting of Anti-Ragging Committee

Lyallpur Khalsa College, Jalandhar (2017)

Time and Date: 11:00 AM (24-10-2017)

Venue: New P.G. Block

Coordinator/ Convener: Dr. Santokh Singh

Members Present (Names):

1. Dr. Balwinder Singh Chahal
2. Sandeep Bassi
3. Prab Dyal
4. Jaswinder Kaur
5. Dr. Jaspal Singh
6. Dr. R.S. Sandhu
7. Dr. S.S. Bains
8. Dr. Tarsem Singh
9. Dr. Amanpreet Kaur Sandhu

Members absent (Names): NIL

Agenda: Steps and action taken to prevent the ragging in the campus.

Discussion Details: The meeting was chaired by Dr. Santokh Singh as a Chairman of anti-ragging committee. He discussed about the actions to be taken against students for indulging and abetting ragging in the campus.

Decisions Taken:

1. Coordinator is directed to conduct meeting frequently and discuss day to day situation in the campus and inform to the higher authorities.
2. To aware the students of dehumanizing effect of ragging inherent in its perversity.
3. Depending upon the nature and gravity of the offence as established the possible punishments for those guilty of ragging at the institution level shall be any one or any combination of the following:-
 - Cancellation of admission
 - Suspension from attending classes.
 - Debarring from appearing in examination.
 - Expulsion from hostel.
 - Expulsion from the institution and consequent debarring from admission to any other institution.

Matter left undecided: NIL

Time & Venue of Next Meeting: 11:00 AM (10/08/2018) New P.G. Block

Convener/ Coordinator

Minutes of first meeting of Anti –Ragging Committee

Lyallpur Khalsa College, Jalandhar (2018-19)

Time and Date : 11:00 AM (10-08-2018)

Venue : New P.G Block

Coordinator/ Coverner : Dr. Santokh Singh

Members Present (Names):

1. Sandeep Bassi
2. Prab Dyal
3. Jaswinder Kaur
4. Dr. Jaspal Singh
5. Dr. R.S Sandhu
6. Dr. S.S Bains
7. Dr. Tarsem Singh
8. Dr. Amanpreet Kaur Sandhu

Members absent (Names): Nil

Agenda: Maintaining ragging free environment in the college.

Discussion Detail: The meeting was chaired by Dr. Santokh Singh as chairman of Anti-Ragging Committee. He discussed and reviewed the measure taken during the last meeting and also about the movement of the hostel students outside the campus for party.

Decisions Taken:

1. Students can report incidents of ragging to the authorities concerned.
2. Students' complaints in oral or written form would be treated by authorities in strict confidence.
3. Anti-ragging squads will keep vigilance in Boy's Hostel, Girl's Hostel and other vulnerable areas of the College. Anti - ragging squads, constituted for hostel will also raid the hostel at night. On finding any case of ragging, the squad will report the matter to the Anti-Ragging Committee.
4. A close watch should be kept on all outside anti-social elements it should be ensured that may not enter the college campus. The students, whose entry into college campus has been banned, should not be allowed to enter the college premises.
5. It was also decided that students shall not be allowed to hold any party outside the campus.

Matter left undecided: Nil

Time and Venue of Next Meeting: 11:00 AM (17/10/2018)

Coverner/ Coordinator

Minutes of Second Meeting of Anti-Ragging Committee

Lyallpur Khalsa College, Jalandhar (2018-19)

Time and Date: 11:00 am (17-10-2018)

Venue: New P.G. Block

Coordinator/ Convener: Dr. Santokh Singh

Members Present (Names)

1. Sandeep Bassi
2. Prab Dyal
3. Jaswinder Kaur
4. Dr. Jaspal Singh
5. Dr. R.S Sandhu
6. Dr. S.S Bains
7. Dr. Tarsem Singh
8. Dr. Amanpreet Kaur Sandhu

Members absent (Names): Nil

Agenda: Review and strengthen the measures to curb the menace of ragging.

Discussion Details: The meeting was chaired by Dr. Santokh Singh as a Chairman of anti-ragging committee. He discussed about the effect of teasing, treating or handling with rudeness of a fresher in the college campus as well as in the hostel.

Decisions Taken:

1. During the first two months of starting of the classes no guest of the students should be allowed to stay in the Hostels. No student should be allowed to enter in the hostel without hostel identity card.
2. If any fresher student is found in the room of the senior student or any senior student is found in the room of the fresher student during night hours in the Hostel, the senior student will be dealt severely.
3. To prohibit an act which has the effect of teasing or handling with rudeness of a fresher or any other student.
4. To stop torment or embarrassment this may adversely affect the physique or psyche of such fresher or any other student, with or without intent to derive a sadistic pleasure.
5. To prohibit students from indulging in rowdy or in disciplined activities.

Matter left undecided: Nil

Time & Venue of Next Meeting: 11:00 am (08/08/2019) New P.G.Block

Minutes of

First Meeting of Grievances Redressal Cell (Women Employees Wing)

Lyallpur Khalsa College, Jalandhar (2016-17)

Time and Date	:	10. 10.16 , 2:15 p.m
Venue	:	Seminar Hall
Convener	:	Sandeep Bassi
Members Present	:	Prof. Amandeep Sandhu, Prof Jaswant Kaur Prof Ravneet Bains
Members Absent	:	NIL
Agenda	:	Plan for creating awareness about cell
Discussion Details		Making the staff members aware about the activities of the grievance cell
Decisions Taken	:	It was decided to paste information about the cell on notice boards around the college.
Matter left undecided	:	None

Time & Venue of Next Meeting : 27.07.17, Seminar Hall

Minutes of

Second Meeting of Grievances Redressal Cell (Women Employees Wing)

Lyallpur Khalsa College, Jalandhar (2016-17)

Time and Date	:	23.03.17 , 2:15 P.M
Venue	:	Seminar Hall
Convener	:	Ms. Sandeep Bassi
Members Present	:	Dr. Jaswant Kaur, Ms. Ravneet Bains. Dr. Amanpreet Sandhu,
Members Absent	:	NIL
Agenda	:	Efficient crèche facility
Discussion Details	:	<ol style="list-style-type: none">1. Need for efficient crèche facility for children of staff Members.2. Complaints were received against one teacher for misbehaving with her colleagues
Decisions Taken	:	<ol style="list-style-type: none">1. Application regarding crèche facility was forwarded to the principal2. Counseling was done of the misbehaving teacher by the cell
Matter left undecided	:	None

Time & Venue of Next Meeting : Will be intimated later

Minutes of

First Meeting of Grievances Redressal Cell (Women Employees Wing)

Lyallpur Khalsa College, Jalandhar (2017-18)

Time and Date	:	27.07.17 , 2:15 P.M
Venue	:	Seminar Hall
Convener	:	Ms. Sandeep Bassi
Members Present	:	Dr. Jaswant Kaur, Ms. Ravneet Bains. Dr. Amanpreet Sandhu,
Members Absent	:	NIL
Agenda	:	Provision of creche
Discussion Details		Need for a crèche for children of staff members
Decisions Taken	:	Written appeal forwarded to the principal
Matter left undecided	:	None
Time & Venue of Next Meeting :		Will be intimated later

Minutes of

Second Meeting of
Grievances Redressal Cell (Women Employees Wing)
Lyallpur Khalsa College, Jalandhar (2017-18)

Time and Date : 20. 2. 18 , 2:15 p.m

Venue : Seminar Hall

Convener : Sandeep Bassi

Members Present : Prof Jaswant Kaur, Prof Ravneet Bains
Prof. Amanpreet Sandhu,

Members Absent : NIL

Agenda : State of washrooms for female staff

Discussion Details : Unclean and Unhygienic state of washrooms was
brought to the notice of the cell.

Decisions Taken : It was passed to convey to the principal to appoint
additional staff for cleaning of staff washrooms

Matter left undecided : None

Time & Venue of Next Meeting : To be intimated later

Minutes of

First Meeting of Grievances Redressal Cell (Women Employees Wing)

Lyallpur Khalsa College, Jalandhar (2018-19)

Time and Date : 18.09.18 at 2:15 p.m

Venue : Seminar Hall

Coordinator / Convener : Sandeep Bassi

Members Present (Names) : Prof. Amandeep Sandhu, Prof Jaswant Kaur
Prof Ravneet Bains

Members Absent (Names) : NIL

Agenda : Spreading awareness about the rights of women at workplace

Discussion Details : It was passed to conduct or circulate a presentation on the rights of women at workplace in staff members

Decisions Taken : Planned a seminar on Women's Rights to be conducted in session 2019-20

Matter left undecided : None

Time & Venue of Next Meeting : September 2019 , Seminar Hall

Minutes of
Second Meeting of Grievance Cell (Women Employees Wing)
Lyallpur Khalsa College, Jalandhar (2018-19)

Time and Date : 15.03.19 , 2:15 p.m

Venue : Seminar Hall

Coordinator / Convener : Sandeep Bassi

Members Present (Names) : Prof. Amandeep Sandhu, Prof Jaswant Kaur
Prof Ravneet Bains

Members Absent (Names) : NIL

Agenda : Ways to increase awareness in women about their
rights in family and at workplace

Discussion Details : Discussion about medium to be used for increasing
Awareness for rights of women at workplace

Decisions Taken : 1. It was passed to create an email ID for the Cell
2. A seminar on Women's Rights was passed to be
conducted in session 2019-20

Matter left undecided : None

Time & Venue of Next Meeting : September 2019 , Seminar Hall