



Thakur Educational Trust's (Regd.)

THAKUR RAMNARAYAN
COLLEGE OF ARTS & COMMERCE
ISO 21001:2018 Certified

Thakur Ramnarayan Educational Campus, S. V. Road,
Dahisar (East), Mumbai - 400 068
Mob : +91 902 902 6799 • Fax : 022 - 2828 1300
E-mail : admin@trcac.org.in • Website : www.trcac.org.in



TRCAC/Admin/DC/29/2023-2024

Date - 19/06/2023

NOTICE

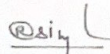
Composition of Internal Complaint Committee (ICC)

The Internal Complaint Committee (ICC) has been constituted under the provisions of the POSH ACT- (Sexual Harassment of women at workplace prevention, prohibition and redressal) Act of 2013, 9th December 2013 and the university Grants Commission (Prevention, Prohibition and redressal of sexual harrassment of women employees and students in higher educational institutions) Regulations, 2015 dated 2nd May 2016

The following are the members of the Internal Complaint Committee (ICC) for the academic year 2022-23.

Name of the member	Designation	Position	Contact
Ms. Sumathi Rajkumar	Asst. Professor	Presiding Officer, ICC	9920587652
Ms. Prachi Singh	Asst. Professor	Member	9028399443
Mr. Sumeet Rathod	Asst. Professor	Member	90045443628
Ms. Ranjani Shukla	Asst. Professor	Member	7900170668
Ms. Anitha Salian	Asst. Professor	Member	9818592018
Mr. Rahul Kolekar	Treasurer NGO	Member	8828028500
Ms. Prathna Sethi	Third Year student	Student Member	7030733625
Mr. Tusshar Girish	Second Year student	Student Member	7208727969




Dr. Ravish R. Singh
Principal



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TRCAC/ADMIN/DC/25/2023-2024

Date: 23/06/2023

Minutes of the Meeting of the Internal Complaint Committee (ICC)

The minutes of the first meeting of the Internal Complaint Committee (ICC) for the academic year was held on 22/06/2023, Monday at 12:00pm at the conference room.

Name of the member	Designation	Position	Sign
Ms. Sumathi Rajkumar	Asst. Professor	Presiding Officer, ICC	
Ms. Prachi Singh	Asst. Professor	Member	
Mr. Sumeet Rathod	Asst. Professor	Member	
Ms. Ranjani Shukla	Asst. Professor	Member	
Ms. Anitha Salian	Asst. Professor	Member	
Mr. Rahul Kolekar	Treasurer NGO	Member	
Ms. Prathna Sethi	Third Year student	Student Member	
Mr. Tusshar Girish	Second Year student	Student Member	

Minutes of the Meeting-

- Confirmation of minutes of previous meeting
- Ms. Sumathi Rajkumar, welcomed all the members of the committee and briefed them about the roles and objectives of the committee.
- Ms. Anitha spoke about the functioning of the committee and emphasized the need for conducting awareness programs and seminars
- Ms. Anitha proposed a formal vote of thanks to the committee members.



Dr. Ravish R. Singh
Principal



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Minutes of meeting Internal Complaint Cell held on 30th August, 2023 at 12:30 p.m.

The following members were present:

ATTENDEES		
Name of the Members	Designation	Position
Ms. Sumathi Rajkumar	Asst. Professor	Presiding Officer, ICC
Ms. Prachi Singh	Asst. Professor	Member
Mr. Sumeet Rathod	Asst. Professor	Member
Ms. Ranjani Shukla	Asst. Professor	Member
Ms. Anitha Salian	Admin Officer	Member
Mr. Rahul Kolekar	Treasurer NGO	Member (Absent)
Ms. Prashant Sethi	Third Year Student	Student Member
Mr. Tushar Girish	Second Year Student	Student Member (Absent)

Agenda: Physical assault incident between Satyam Chaudhary and Varun Roy, Mahesh Kothare and Meet Undhad.

The following members were present:

Name of the Students	Signature
Satyam Chaudhary	
Varun Roy	
Mahesh Kothare	
Meet Undhad	

1. Opening:

The meeting commenced at the scheduled time with Ms. Sumathi Rajkumar presiding over it.

Roll call was conducted to confirm the presence of all members and relevant parties.

2. Review of Incident:

Satyam Chaudhary narrated the incident detailing the physical assault perpetrated by Varun Roy, Mahesh Kothare and Meet Undhad.

Varun Roy, Mahesh Kothare and Meet Undhad were given an opportunity to present their version of events.

3. Discussion and Decision:

The committee deliberated on the incident, considering the severity of the assault, any mitigating circumstances, and the university's policies on such matters.

Unanimously, it was agreed that the actions of Varun Roy, Mahesh Kothare and Meet Undhad constituted a violation of the code of conduct.

Varun Roy, Mahesh Kothare and Meet Undhad was informed of the consequences of their actions as per the institution's disciplinary policies.

4. Action Items:

Ms. Sumathi Rajkumar tasked Ms. Prachi Singh to prepare a formal written report summarizing the meeting's proceedings and decisions.

Satyam Chaudhary and Varun Roy, Mahesh Kothare and Meet Undhad were informed of the timeline for the disciplinary process and any further steps they need to take.

5. Closing:

The meeting concluded with a reminder to all parties involved to adhere to the institution's code of conduct and to maintain professionalism.

The next steps and follow-up actions were communicated to ensure timely resolution of the matter.



**Presiding Officer
Internal Complaint Committee**



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Ref. No.: TRCAC/DC/193/2023-2024

Date: 01/09/2023

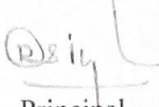
NOTICE
(DC)

The following students are hereby suspended for 15 Days (1/09/2023 to 15/09/2023) in the Academic Year 2023-2024 on the grounds of misconduct.

Sr. No.	Name of the student	Course	Seat No.
1.	ROY VARUN SHUBHANKAR JAYAGEETHA	F.Y.B.A.M.M.C	2302076
2.	KOTHARE MAHESH HARISH NANDINI	F.Y.B.A.M.M.C	2302043
3.	UNDHAD MEET PRAKASH MAYA	S.Y.B.A.M.M.C	2202056

In future, any type of in disciplinary act from their part will cause rustication of these students without any notice.




Principal

Copy to:

1. Student Notice Boards
2. Staff Notice Board
3. Exam Room
4. Administrative office

DOD: 01/09/2023

DOR: 16/09/2023



Minutes of the meeting Minority Cell held on 23th April, 2024 at 12:00 p.m.

The following members were present:

ATTENDEES		
Name of the Members	Designation	Position
Ms. Sumathi Rajkumar	Asst. Professor	Presiding Officer, ICC
Ms. Prachi Singh	Asst. Professor	Member
Mr. Sumeet Rathod	Asst. Professor	Member
Ms. Ranjani Shukla	Asst. Professor	Member
Ms. Anitha Salian	Admin Officer	Member
Mr. Rahul Kolekar	Treasurer NGO	Member (Absent)
Ms. Prashant Sethi	Third Year Student	Student Member
Mr. Tushar Girish	Second Year Student	Student Member

Agenda: Misbehaving incident between Mudit Rai and Saba Shaikh & Michelle Rodrigues.

The following members were present:

Name of the Students	Signature
Mudit Rai	
Saba Shaikh	
Michelle Rodrigues	

1. Opening:

The meeting commenced at the scheduled time with Ms. Sumathi Rajkumar presiding over it.

Roll call was conducted to confirm the presence of all members and relevant parties.

2. Review of Incident:

Saba Shaikh and Michelle Rodrigues narrated the incident detailing the misbehaving and swearing by Mudit Rai.

Mudit Rai were given an opportunity to present their version of events.

3. Discussion and Decision:

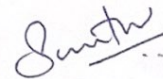
The committee did a detailed discussion of the incident, considering the severity and strictly warning Mudit Rai regarding the consequences of repeating this kind of behaviour.

4. Action Items:

Ms. Sumathi Rajkumar has counselled Mudit Rai, made him understand his wrong doing and resolved the issue. Strict warning is given to him and repeating the same will lead to serious consequences.

5. Closing:

The meeting concluded with a reminder to all parties involved to adhere to the institution's code of conduct and to maintain professionalism.



**Presiding Officer
Internal Complaint Committee**



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TRCAC/Admin/DC/32/2023-2024

Date - 30/04/2024

Internal Complaint Committee (ICC) Annual Report A.Y. 2023-24

The Internal Complaint Committee (ICC) is entrusted with the responsibility of ensuring a safe and respectful environment for all members of the academic community. Comprising dedicated faculty members, administrative staff, and student representatives, the ICC worked diligently throughout the academic year 2023-24 to address and prevent instances of sexual harassment. The composition of the committee is as under -

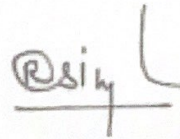
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Initiatives and Programs

- 1) **Orientation Programs** - Organized comprehensive orientation programs for new students and staff members, emphasizing the institution's commitment to a harassment-free environment. Conducted workshops on recognizing and preventing harassment for faculty members.
- 2) **Training for ICC Members** - Conducted training sessions for ICC members to enhance their understanding of legal frameworks, procedures, and interpersonal skills required for complaint resolution.
- 3) **Complaint Registration and Resolution** - Implemented a streamlined online complaint

registration system for efficient and confidential reporting. Ensured prompt investigation and resolution of complaints, with a focus on protecting the rights of complainants.

Conclusion - The ICC remains committed to its mission of fostering a safe, inclusive, and respectful academic and work environment. The academic year 2023-234 marked significant progress in our efforts to address no complaints.

A handwritten signature in black ink, appearing to read 'R Singh', with a horizontal line underneath the name.

Dr. Ravish R. Singh