



Thakur Educational Trust's (Regd.)

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



Thakur Ramnarayan Educational Campus, S.V. Road, Dahisar (East), Mumbai - 400 068  
Tel: 022 2828 1200 | Fax: 022 2828 1300 | www.trcac.org.in

### FORMATION OF INTERNAL COMPLAINTS COMMITTEE (2024-25)

The Internal Complaints Committee (ICC) has been constituted for the Academic Year 2024 - 25 as per the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee (ICC) of the College is constituted to deal with complaints relating to Sexual harassment at the work place as per The Vishakha Guidelines (1997).

Sr. No.	Name	Designation	Position
1	Ms. Nisha Kekan	Assistant Professor	Presiding Officer
2	Ms. Smriti Dubey	Assistant Professor	Female Member
3	Ms. Pooja Gandhi	Assistant Professor	Female Member
4	Mr. Aman Joshi	Assistant Professor	Male Member
5	Ms. Tejasvini Karande	Junior Clerk	Non Teaching Staff
6	Dr. Narayan Iyer	CEO, Akshayshakti	Member from NGO
7	Ms. Pooja Sirvi	-	Student Representative
8	Ms. Roshani Yadav	-	Student Representative
9	Mr. Aryan Karekar	-	Student Representative

The Committee must work to ensure a safe and inclusive environment, preventing harassment, and promoting the well-being of all students and staff.



*Rsingh*  
**Principal**

## INTERNAL COMPLAINTS COMMITTEE (2024-25) MINUTES OF THE MEETING

VENUE: Seminar Hall

DATE: 16/10/2024

TIME: 2:00 pm

The Internal Complaints Committee meeting was conducted which marked the end of the semester. The meeting was attended by the members of the Internal Complaints Committee to discuss the following agenda.

Sr. No.	Name	Designation	Position
1	Ms. Nisha Kekan	Assistant Professor	Presiding Officer
2	Ms. Smriti Dubey	Assistant Professor	Female Member
3	Ms. Pooja Gandhi	Assistant Professor	Female Member
4	Mr. Aman Joshi	Assistant Professor	Male Member
5	Ms. Tejasvini Karande	Junior Clerk	Non Teaching Staff
6	Dr. Narayan Iyer	CEO, Akshayshakti	Member from NGO
7	Ms. Pooja Sirvi	-	Student Representative
8	Ms. Roshani Yadav	-	Student Representative
9	Mr. Aryan Karekar	-	Student Representative

### Discussions and Decisions:

1. Minutes of the previous meeting were read out and discussed in the meeting.
2. It was reviewed that as per the Vishaka Guidelines, student members were nominated in the committee.
3. Selected students attested to keeping a watch on fellow students.
4. No such matter related to Sexual Harassment was received.
5. The meeting ended with the Presiding Officer proposing the vote of thanks.

  
**Presiding Officer**

**INTERNAL COMPLAINTS CELL (2024-25)****MINUTES OF THE MEETING**

VENUE: Conference Room

DATE: 03/03/2025

TIME: 12:30 pm

The ICC meeting was conducted to discuss the agenda of Sexual Harassment of Ms. Taniya Joshi by Mr. Ravi Gupta, Mr. Gautam Pandey, Mr. Aryan Mishra, Mr. Gaurav Rajbhar and Mr. Vikas Chaudhary on 03rd March, 2025.

Sr. No.	Name	Designation	Position
1	Ms. Nisha Kekan	Assistant Professor	Presiding Officer
2	Ms. Smriti Dubey	Assistant Professor	Female Member
3	Ms. Pooja Gandhi	Assistant Professor	Female Member
4	Mr. Aman Joshi	Assistant Professor	Male Member
5	Ms. Tejasvini Karande	Junior Clerk	Non Teaching Staff
6	Dr. Narayan Iyer	CEO, Akshayshakti	Member from NGO
7	Ms. Pooja Sirvi	-	Student Representative
8	Ms. Roshani Yadav	-	Student Representative
9	Mr. Aryan Karekar	-	Student Representative

**Discussions and Decisions:**

1. The Meeting commenced at the scheduled time with the Principal presiding over it.
2. The involved parties were asked to narrate their versions of the events that transpired during the incident.
3. The committee deliberated over the incident considering the severity of the incident, any mitigating circumstances, and the university's policies and the Vishakha Guidelines on these matters.
4. It was unanimously agreed that the accused had violated the code of conduct by passing inappropriate comments about Ms. Joshi.
5. The involved parties were informed of the committee's decision.



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6. Since Mr. Ravi Gupta has been identified as the person making the comments, he has been rusticated from the college for the Academic Year 2024-25.
7. The other identified students were suspended for the period of six days (03/03/2025 - 08/03/2025)
8. Ms. Joshi was advised by the ICC to report the incident to the concerned legal authorities. However, she refused to press charges or take legal recourse.
9. The meeting concluded with a reminder to all involved parties of the institute's code of conduct and maintaining decorum within and outside the campus.



  
**Presiding Officer**



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## INTERNAL COMPLAINTS COMMITTEE (2024-25)

### MINUTES OF THE MEETING

VENUE: Seminar Hall

DATE: 19/04/2025

TIME: 2:00 pm

The Internal Complaints Committee meeting was conducted which marked the end of the academic year. The meeting was attended by the members of the Internal Complaints Committee to discuss the following agenda.

Sr. No.	Name	Designation	Position
1	Ms. Nisha Kekan	Assistant Professor	Presiding Officer
2	Ms. Smriti Dubey	Assistant Professor	Female Member
3	Ms. Pooja Gandhi	Assistant Professor	Female Member
4	Mr. Aman Joshi	Assistant Professor	Male Member
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7	Ms. Pooja Sirvi	-	Student Representative
8	Ms. Roshani Yadav	-	Student Representative
9	Mr. Aryan Karekar	-	Student Representative

#### Discussions and Decisions:

- Minutes of the previous meeting were read out and discussed in the meeting.
- It was reviewed that as per the Vishaka Guidelines, student members were nominated in the committee.
- Selected students attested to keeping a watch on fellow students.
- one matter related to Sexual Harassment was received and had been resolved as per available guidelines.
- The meeting ended with the Presiding Officer proposing the vote of thanks.



  
**Presiding Officer**



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## INTERNAL COMPLAINTS COMMITTEE (2024-25) ANNUAL REPORT

VENUE: Conference Room

DATE: 23/04/2025

TIME: 10:00 am

The Internal Complaints Committee Annual Meeting was conducted to review the functioning of the committee as per the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee (ICC) of the College is constituted to deal with complaints relating to Sexual harassment at the work place as per The Vishakha Guidelines (1997).

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7	Ms. Pooja Sirvi	-	Student Representative
8	Ms. Roshani Yadav	-	Student Representative
9	Mr. Aryan Karekar	-	Student Representative

### Discussions and Decisions:

1. The meeting commenced at the scheduled time with the presiding officer welcoming the attendees.
2. It was reviewed and found to be true that as per the Vishaka Guidelines, student members were nominated in the committee.
3. Selected students attested to keeping a watch on fellow students.



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4. Only one complaint was received by the committee during the academic year
5. This complaint was discussed and resolved in a timely manner in compliance with the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015.
6. The committee has resolved to conduct awareness sessions for both students and employees in the upcoming academic year.



**Presiding Officer**