



**Ref. No: SXCK/Anti-Discrimination/Policy2024-2025**

**20/05/2025**

**ANTI DISCRIMINATION CELL**

**Introduction**

As per the UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012 No. F. 14-3/2012 (CPP-II) dated 17.12.2012 an "Anti-Discrimination" Officer has been appointed to look into the complaints of discrimination of the students.

**Objectives**

- safeguard the interests of the students without any prejudice to their caste, creed, religion, language, ethnicity, gender and disability.
- eliminate discrimination against or harassment of any student in all forms in higher educational institutions by prohibiting it and by providing for preventive and protective measures to facilitate its eradication and punishments for those who indulge in any form of discrimination or harassment.
- promote equality among students of all sections of the society.

**Definition of "Discrimination"**

"Discrimination" means any distinction, exclusion, limitation or preference which has the purpose or effect of nullifying or impairing equality of treatment in education and in particular, of depriving a student or group of students on the basis of caste, creed, religion, language, ethnicity, gender and disability of access to education of any type at any level.

**Mechanism for implementation**

The College already has a well laid down mechanism of hearing student complaint. Since this existing mechanism has been fine-tuned over the time, the implementation mechanism of Antidiscrimination Regulation will involve it for quick and efficient functioning.

- 1) All students shall be made aware of the provision of the Antidiscrimination Regulation during the orientation programme conducted for the newly admitted students of the college.
- 2) Any complaint of discrimination by a student in the academic department and centre
  - a) Any complaint of discrimination [as defined in Regulation 2 (b)] by a student in the academic department and centre shall be submitted in writing to the respective Head of the department/centre.



b) The Head of Dept./Centre will enquire the matter and, if found genuine, take appropriate action. If the complaint is satisfactorily resolved the head of dept./centre shall prepare an action taken report and the students shall submit the complaint and report to the Antidiscrimination Officer. This shall be completed within a time frame of 15 days.

c) If the complaint is against an act of the head of the department, it will be directly submitted to the vice principal/ Dean of the concerned department.

d) If the student is not satisfied with the action taken at Head of the department level or in the event of no action within 15 days, she/he will forward the complaint to the respective vice principal/ Dean of the concerned department. The vice principal /dean will review the matter with the involvement of the complainant and take appropriate action. The report again shall be forwarded to the Antidiscrimination Officer. This shall be completed within a time frame of next 15 days from the date of receipt of the complaint by the vice principal/ Dean.

e) If the complaint is against the Dean concerned then the student shall submit it directly to the Antidiscrimination Officer. Antidiscrimination Officer then shall make a detailed review/investigation of the matter and recommend appropriate action to the principal with a time frame of the next 30 days from the date of receipt of the complaint by the Antidiscrimination Officer.

3) Any complaint of discrimination by a student in Hostel.

a) Any complaint of discrimination by a student in any Hostel shall be submitted in writing to the respective Hostel in charges.

b) The Hostel in charges will enquire the matter and, if found genuine, take appropriate action. If the complaint is satisfactorily resolved he will prepare an action taken report and the students shall submit the complaint and report to the Antidiscrimination Officer. This shall be completed within a time frame of 15 days.

c) If the complaint is against an act of the Warden/Hostel in charges, it will be directly submitted to the Vice Principal /Dean within 15 days. The vice principal/dean will review the matter with the involvement of the complainant and take appropriate action. If the complaint is satisfactorily resolved the students shall submit the complaint and report to the Antidiscrimination Officer. This shall be completed within a time frame of 15 days from the date of receipt of complaint.

4) Any complaint of discrimination in the college by a student in matters not relating to Department/Centre/Hostel shall be submitted directly to the Antidiscrimination Officer. Antidiscrimination Officer shall make necessary enquiry and submit recommendation to the principal.

5) College administration shall extend all cooperation to the Antidiscrimination Officer in the conduct of enquiry against any complaint.

6) Any person found guilty of indulging in acts of indiscrimination shall be warned in writing against such act.



7) The quantum of punishment for repeat of acts of indiscrimination by any person shall be recommended by a committee to be constituted by the Antidiscrimination Officer and it will be forwarded by the Antidiscrimination Officer to the Principal for approval.

8) The decision of the principal shall be final and binding. Quantum of punishment: As defined in the College Rules & Regulations.

**Anti-Discrimination Committee Members**

1. Rev. Dr. Dominic Savio, S.J. Principal & Chairperson
2. Prof. Bertram Da 'Silva
3. Rev. Joseph Kulandai, S.J.
4. Rev. Peter Arockiam, S.J.
5. Rev. Johnson Padiyara, S.J.
6. Dr. Swati Sarkar
7. Dr. Panchali Sen
8. Dr. Soheli Ghosh
9. Dr. Farat Bano
10. Sonali Ghosh Panda (Advocate)
11. Lt. Prof. Swaraj Kumar Nandan
12. Ms. Feroza Mogrelia
13. Ms. Sujata Pakrashi Lahiri
14. Ms. Sucheta Mukherjee
15. NSS Student Reps (2 invitees)
16. Student Council Reps (G. Sec & AG. Sec)
17. Ms. Cheryl Francis, **(Anti-Discrimination Officer)**

  
**Rev. Dr. Dominic Savio, SJ**  
**Principal**  
**St. Xavier's College (Autonomous)**

**Principal**  
**St. Xavier's College**  
**(Autonomous)**  
**Kolkata-16**

  
**Ms. Cheryl Francis**  
**Anti-Discrimination Officer**  
**St. Xavier's College (Autonomous)**

[Page: 3]