

➤ Introduction

Respected Fr. Dominc Savio Principal, Vice Principals and Colleagues

Section 5.1.5 in the manual for Self Study Report states that “The Institution adopts the following for redressal of student grievances including sexual harassment **and ragging cases:**”

This 1st Draft deals with Anti Ragging

This presentation follows the guidelines given on page 97, section 5.1.5 of the Manual for Self Study Report for Autonomous Colleges. A print out of this guideline has been circulated to all respected members of the Core Committee. As we can see from the print out, the College has to fulfil the criteria in two parts:

- The presentation will show that we have met requirements 1 to 4 as shown in the print out of 5.1.5 in order to tick Option A, which verifies that we have implemented all four requirements. ****This is detailed and incorporated on page three of the presentation.**
- In addition as you can see in the second part of 5.1.5 we need to upload data requirement which has been elucidated in three sub parts

The data to be uploaded and also how we have fulfilled the four criteria so that we can tick Option A, are interwoven in this presentation.

DATA REQUIREMENT 1:

GRIEVANCE REDRESSAL POLICY DOCUMENT WITH REFERENCE TO ANTI RAGGING COMMITTEE

The College has in place an Anti-Ragging Committee headed by our Principal Rev. Dr. Dominic Savio.

The Committee consists of the Vice-Principals, Deans, Hostel Director and other staff members as per follows:

Rev. Dr. Dominic Savio, S.J.-Principal & Chairperson
Prof. Bertram Da 'Silva
Rev. Joseph Kulandai, S.J.
Rev. Peter. Arockiam, S.J.
Rev. Johnson Padiyara, S.J.
Dr. Charlotte Simpson Veigas
Dr. Ayan Chandra
Rev. David Paulraj, S.J.

Dr. Soheli Ghosh
Dr. Tapati Dutta
Dr. Panchali Sen
Dr. Sanjib Kumar Basu
Dr. Amitava Roy
Dr. Argha Banerjee
Dr. AtishProsadMondal
Dr. Sumona Ghosh
Prof.Sougata Banerjee
Dr. Ipsita Barat
Dr. Kasturi Sarkar
Dr. SudakshinaBasu- Raghampur Campus
Mrs. Feroza Mogrelia- Convener

Anti-Ragging Guidelines and traditions followed by the College:

THE COLLEGE HAS A ZERO TOLERANCE TOWARDS RAGGING IN ANY FORM ON THE CAMPUS AND HOSTELS. STUDENTS OF THE COLLEGE ARE EXPECTED TO BEHAVE RESPONSIBLY, BOTH INSIDE AND OUTSIDE THE COLLEGE.

RAGGING IN ANY FORM IS A CRIMINAL OFFENCE AND IS STRICTLY PROHIBITED.

The following policy is adhered to in order to keep our Campus, Ragging free and students in violation of same would be dealt with according to law and the UGC guidelines:

- Ragging of any student physically or emotionally
- Cyber bullying, harassment or improper conduct with a fellow student in any form on social media is also considered as ragging
- Freshers Welcome on or off the Campus is not allowed.
- Physical or emotional bullying and threatening in any form is not allowed
- Forcing a fellow student to do anything against his or her wish would be considered as Ragging
- Adverse comments to fellow students based on their gender, culture, cast or creed is considered as ragging.
 - Any act by a student which Violates the status, dignity and honour of a fellow student is considered as ragging.

Tradition of camaraderie is ensured by seniors to the juniors and is passed down each year which is the best practice followed in the college with regard to keeping our campus physically and virtually Ragging free.

Safety of the student and maintaining of a peaceful harmonious environment is of a high priority. To say NO to ragging and prevent it from happening is instilled in our students.

****The following four points within the Data Requirement 1 also meet all four criteria of 5.1.5 for us to tick option A :**

1. Implementation of above Guidelines

- Each student is made very aware that if he or she is a victim of Ragging this should be reported to the authorities and it would be taken up appropriately.
- Students are sensitized about the College policy through Class mentors and Heads of Departments and are aware that if they are ever a victim of Ragging they have full freedom to lodge a complaint.
- The tradition of keeping the campus a No Ragging one is ensured by all the staff of the College who shoulder the responsibility to keep the College environment a safe and conducive one for all students.

2. Organisation wide awareness

Wide awareness of the College following a Zero tolerance for Ragging is given on the first day of the student stepping into the portals of the College. This policy is mentioned adequately at the Inauguration of each academic year and in subsequent Orientation programmes.

Students of the College are ensured of their right to a fair redressal.

In order to meet all the NAAC requirements it would be recommended that the Anti-Ragging page on the College Website display the following ,along with the Anti Ragging Committee:

- a) College Policy on Anti Ragging
- b) Redressal policy with email IDs of Principal/Vice Principals/ Committee
- c) Link to the UGC Anti Ragging Cell.

<https://www.ugc.ac.in/page/ragging-related-circulars.aspx>

Students can educate themselves further through this link regarding policy and redressal in the event of them being exposed to Ragging in any situation

For wider awareness small notice boards could be placed at prominent places in the College displaying posters on the College policy on Anti Ragging. Or alternately Anti Ragging Notices could be displayed permanently on all Department Notice Boards.

3. Mechanisms of Submission of online /off line Students grievance

- Students are encouraged to report any incident of ragging if at all to their Vice-Principals, Class mentors, Head of Departments or Deans.
- Any occurrence should be immediately reported to the Anti-ragging Committee.

This can be done via a hard copy of the complaint being submitted to the Vice Principal or via E Mail.

4. Timely Redressal of Ragging Complaints

Each registered case of ragging complaint is taken up swiftly by the College.

A meeting of the Anti Ragging Committee is convened and the complaint is taken up.

The aggrieved student concerned and offender are always heard out adequately and appropriate sanctions are imposed on the offender in a time bound manner.

DATA REQUIREMENT 2

Constitution of various Committees for addressing the issues and minutes of the meetings

Upon a Ragging Complaint being submitted to the authorities, a meeting of the Anti-Ragging Committee is convened and the matter deliberated upon.

The minutes of the meeting where each complaint is discussed has to be typed on the College Letter head following the correct format of keeping minutes as done in a regular committee meeting and signed by the Principal and Convenor of the Committee.

DATA REQUIREMENT 3

Number of cases received and addressed

In the assessment period from 2017... no case of Ragging has been registered with the College Anti-Ragging Committee.

If any cases have been reported to the Principal or Vice Principals then the issues and related meetings would need to be documented as mentioned above on the College letterhead and uploaded.

Any other additional information too has to be uploaded

Conclusion:

Inputs and advise in order to upload a perfect document would be appreciated.

Since 5.1.5 is for redressal of student Grievances including Sexual Harassment and Anti Ragging , coordination for uploading common material, links , forms etc could be considered.

Thank You

Pragmeera

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