

**INTERNAL COMPLAINTS COMMITTEE
MINUTES OF MEETING**

Date: 04 September 2025
Venue: Navjeevan Law College
Time: 12:15 PM

Members Present

1. Chairperson – Dr. Prafulla B. Chavaate (Principal) *Chavaate*
2. Presiding Officer - Dr. Pradhnya P. Sawarkar (Faculty Member) *Pradhnya*
3. Faculty Members of the Committee- Dr. Samir N. Chavan *Chavan*
4. Student Representative(s)- Mr. G. P. Khairnar *Khairnar*

Mrs. Asha Kadam *Kadam*

5. Non-Teaching Staff Representative- Mrs. Alka Lokhande *Lokhande*

Agenda

1. Review of the functioning of the Internal Complaints Committee.
2. Discussion on prevention of sexual harassment and maintenance of a safe and respectful campus environment.
3. Awareness among students regarding the role and functioning of the ICC.
4. Review of any complaints received during the period.

Proceedings

The meeting commenced with the permission of the Chairperson. The members discussed the general functioning of the Internal Complaints Committee at the Law College level. Emphasis was placed on maintaining a safe, dignified, and harassment-free environment for all students and staff.

The Committee discussed the need to create greater awareness among students regarding appropriate conduct, prevention of sexual harassment, and the procedure for approaching the Internal Complaints Committee in case of any grievance.

The Committee also discussed organizing awareness activities and informing students about the availability of the ICC and the channels through which concerns may be reported.

Resolutions

Students shall be sensitized regarding prevention of sexual harassment and respectful conduct.

1. Awareness regarding the functioning and contact details of the ICC shall be displayed/shared with students.
2. The Committee shall maintain confidentiality in all matters placed before it.
3. Any complaint received shall be dealt with promptly and in accordance with the applicable provisions and institutional rules.

The meeting concluded with a vote of thanks to the Chairperson and all members present.

Pradhnya
Presiding Officer

Chavaate
Chairperson

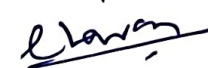
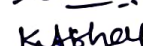
**INTERNAL COMPLAINTS COMMITTEE
MINUTES OF MEETING**

Date: 11 February 2026

Venue: Navjeevan Law College

Time: 12:30 PM

Members Present

1. Chairperson – Dr. Prafulla B. Chavaate (Principal) 
2. Presiding Officer - Dr. Pradhnya P. Sawarkar (Faculty Member) 
3. Faculty Members of the Committee- Dr. Samir N. Chavan 
4. Student Representative(s)- Mr. G. P. Khairnar 
Mrs. Asha Kadam 
5. Non-Teaching Staff Representative- Mrs. Alka Lokhande 

Agenda

1. Review of ICC activities and functioning.
2. Review of complaints/grievances, if any.
3. Student awareness and sensitization.
4. Prevention of harassment and promotion of gender-sensitive behavior.
5. Any other matter.

Proceedings

The members reviewed the general functioning of the Committee and discussed measures for ensuring a safe and supportive academic environment.

The Committee emphasized the importance of awareness among students about their rights, responsibilities, and the role of the ICC. Members discussed the need to encourage students to approach the Committee without hesitation whenever they face or witness any inappropriate conduct or harassment.

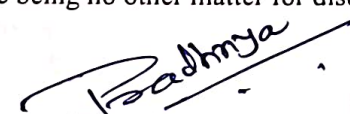
The members reiterated that complaints should be considered objectively and confidentially and that appropriate action should be taken as per the applicable rules.

The Committee further discussed the importance of regular sensitization programmes, awareness notices, and communication of the ICC mechanism to students and staff.

Resolutions

1. Regular awareness and sensitization programmes shall be encouraged at the Law College level.
2. Students shall be informed about the ICC and the procedure for submitting complaints.
3. The Committee shall continue to monitor the campus environment and promote respectful behaviour.
4. Confidentiality of complaints and proceedings shall be strictly maintained.
5. The Committee shall take appropriate steps whenever any complaint or concern is brought to its notice.

There being no other matter for discussion, the meeting concluded with a vote of thanks.


Presiding Officer


Chairperson