

**Academic Year
2022-23**



Sinhgad Institutes

Sinhgad Technical Education Society's

SINHGAD INSTITUTE OF MANAGEMENT

(Affiliated to Savitribai Phule Pune University, Approved by AICTE
& Accredited by NAAC)

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune 411 041
Telefax: (020) 24356592 E-mail: director_siom@sinhgad.edu Website: www.sinhgad.edu

Minutes of the Meeting
(Internal Complaint Committee)
Sexual Harassment Committee

Date: 21st February 2023

Venue: Syndicate Room, First floor

Time: 3.00pm to 4.30pm

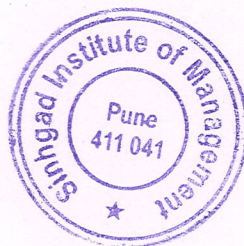
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss implementation of prevention of sexual harassment curb decided as per previous meeting.
2. To increase the awareness of sexual harassment among the students.
3. To inform students about communication time.
4. To take the decision for distribution of sexual harassment handbook.
5. To plan various activities about gender equity and gender sensitization

Minutes of meeting:

1. It has been discussed about the discipline of students was undertaken.
2. All Class coordinators are reinstructed to increase the awareness of sexual harassment among the students.
3. The timings for communication between students and faculty need to continue.
4. It has been decided to distribute the Prevention of Sexual harassment content to students during the induction itself.
5. It has been decided to conduct two guest sessions on gender equity and gender sensitization.





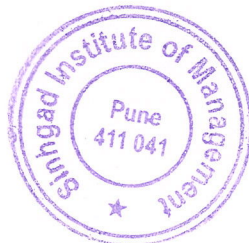
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Attendance for 21st February 2023

Sr. No.	Name of Members	Designation	Signature
1	Dr. Daniel Penkar	Chairperson	
2	Dr. Chandrani Singh	Professor & HOD-MCA	
3	Dr. Sagar Pawar	Coordinator	
4	Prof. Monalisa Bhinge	Coordinator	
5	Dr. Manisha Badgujar	Faculty Representative	
6	Dr. Ankush Kudale	Faculty Representative	
7	Prof. Pratapsinh Patil	Faculty Representative	
8	Mrs. Sushma Chavan	Member	
9	Mr. Saurabh Sarnathe	Member	ABSENT
10	Mrs. D. S. Bhalerao	Member	Dem
11	Mr. B. S. Chougule	Member	chougule
12	Mr. Kulkarni Shrihari	Student Representative-MCA	
13	Ms. Dhamal Rutuja	Student Representative-MCA	Ram
14	Mrs. Rupali Warokar	Registrar & Admin Representative	Rupali
15	Mr. Akhilesh Mahesh Nagarkar	Student Representative-MBA	A. Nagarkar
16	Ms. Jayashri Rajendra Patil	Student Representative-MBA	Jayashri





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Minutes of the Meeting

(Internal Complaint Committee)

Sexual Harassment Committee

Date: 19th September 2022

Venue: First floor, Syndicate room

Time: 4.00pm to 5.00pm

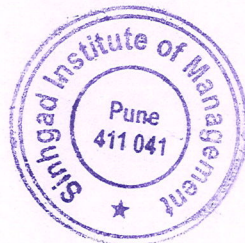
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To increasing awareness regarding sexual harassment.
2. To circulate sexual harassment handbook among the students.
3. To inform students about the communication between working hours.
4. To conduct various activities about gender equity and gender sensitization.

Minutes of meeting:

1. It has been discussed to maintain decorum among the students in the class room and campus.
2. All class coordinators are instructed to increase the awareness regarding sexual harassment among the students.
3. As per guidelines of UGC, the prevention of sexual harassment handbook, needs to be circulated to all students and faculty.
4. All communication between faculty and students must be restricted to working hours only. Exception may be considered only in case of emergency with the consent of the Director.
5. It has been decided to conduct various activities about gender equity and gender sensitization for the students.





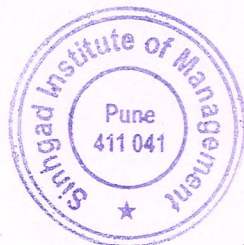
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4	Prof. Monalisa Bhinge	Coordinator	
5	Dr. Manisha Badgujar	Faculty Representative	
6	Dr. Ankush Kudale	Faculty Representative	
7	Prof. Pratapsinh Patil	Faculty Representative	
8	Mrs. Sushma Chavan	Member	
9	Mr. Saurabh Sarnathe	Member	ABSON
10	Mrs. D. S. Bhalerao	Member	
11	Mr. B. S. Chougule	Member	
12	Mr. Kulkarni Shrihari	Student Representative-MCA	
13	Ms. Dhamal Rutuja	Student Representative-MCA	
14	Mrs. Rupali Warokar	Registrar & Admin Representative	
15	Mr. Akhilesh Mahesh Nagarkar	Student Representative-MBA	
16	Ms. Jayashri Rajendra Patil	Student Representative-MBA	



**Academic Year
2021-22**



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Minutes of the Meeting

(Internal Complaint Committee)

Sexual Harassment Committee

Date: 25th February 2022

Venue: Online meeting on Microsoft Teams

Time: 3.00pm to 4.30pm

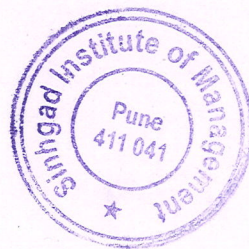
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss implementation of prevention of sexual harassment curb decided as per previous meeting.
2. To increase the awareness of sexual harassment among the students
3. To inform students about communication time
4. To take the decision for distribution of sexual harassment handbook

Minutes of meeting:

1. As the teaching is in the online mode in the current semester, discussion regarding discipline of students was undertaken.
2. No untoward incident had occurred between the concerned period.
3. All Class coordinators are reinstructed to increase the awareness of sexual harassment among the students.
4. All the class coordinators were commended for their impeccable job.
5. The timings for communication between students and faculty need to continue.
6. It has been decided to distribute the Prevention of Sexual harassment content to students during the induction itself.





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4	Dr. Manisha Badgujar	Faculty Representative	
5	Dr. Khawaja Rahman	Faculty Representative	
7	Dr. Milind Godase	Faculty Representative	
8	Mrs. Rupali Warokar	Registrar & Admin Representative	
9	Dr. Sanmath Shetty	Staff Representative-Male	Abson
10	Ms. Kumudini Manwar	Representative SC/ST/Minority-Female	
11	Ms. Priyanka Mandhana	External Female Representative	
12	Mr. Tanmay Jambhale	Student Representative- MBA	
13	Mr. Jayant Ghewade	Student Representative-MCA	
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Minutes of the Meeting

(Internal Complaint Committee)

Sexual Harassment Committee

Date: 17th September 2021

Venue: Online meeting on Microsoft Teams

Time: 4.00pm to 5.00pm

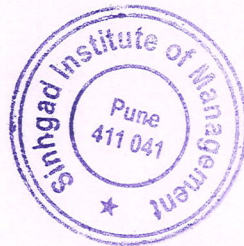
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss sexual harassment curbs in online medium
2. To increasing awareness regarding sexual harassment
3. To inform students about the communication between working hours
4. To circulate sexual harassment handbook among the students

Minutes of meeting:

1. As the teaching is in the online mode in the current semester, it has been discussed to maintain decorum among the students during the online sessions.
2. All class coordinators are instructed to increase the awareness regarding sexual harassment among the students.
3. All communication between faculty and students must be restricted to working hours only. Exception may be considered only in case of emergency with the consent of the Director.
4. As per guidelines of UGC, the prevention of sexual harassment handbook, needs to be circulated to all students and faculty.





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3	Dr. Sagar Pawar	Faculty Representative	
4	Dr. Manisha Badgujar	Faculty Representative	
5	Dr. Khawaja Rahman	Faculty Representative	
7	Dr. Milind Godase	Faculty Representative	
8	Mrs. Rupali Warokar	Registrar & Admin Representative	
9	Dr. Sanmath Shetty	Staff Representative-Male	Absent
10	Ms. Kumudini Manwar	Representative SC/ST/Minority-Female	
11	Ms. Priyanka Mandhana	External Female Representative	
12	Mr. Tanmay Jambhale	Student Representative- MBA	
13	Mr. Jayant Ghewade	Student Representative-MCA	
14	Ms. Sonal Agarwal	Student Representative- MBA	
15	Ms. Meetali Mahurkar	Student Representative -MCA	



**Academic Year
2020-21**



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Minutes of the Meeting

Sexual Harassment Committee

(Internal Complaint Committee)

Date: 26th February 2021

Venue: Virtual meeting on Microsoft Teams

Time: 4.00pm to 4.30pm

Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss implementation of prevention of sexual harassment curbs decided as per previous meeting.

Minutes of meeting:

1. Due to the online medium of Instructions to be followed, during the current academic year, discussion regarding discipline of students was undertaken. No untoward incident had occurred between the concerned period.
2. All class coordinators are reinstructed to keep a watch to ensure that there are no cases of sexual harassment among the students. All the class coordinators were commended for their impeccable job. The timings for communication between students and faculty need to continue.
3. It has been decided to distribute the previous of sexual harassment content to students during the induction itself.





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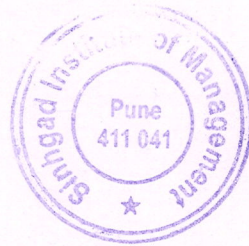
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Attendance for 26th February 2021

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2	Dr. Chandrani Singh	Professor & HOD-MCA	
3	Dr. Sagar Pawar	Faculty Representative	
4	Dr. Manisha Badgujar	Faculty Representative	
5	Dr. Khawaja Rahman	Faculty Representative	
7	Dr. Manisha Kumbhar	Faculty Representative	
8	Dr. Milind Godase	Faculty Representative	
9	Mrs. Rupali Warokar	Registrar & Admin Representative	
10	Dr. Sanmath Shetty	Staff Representative-Male	
11	Ms. Kumudini Manwar	Representative SC/ST/ Minority-Female	
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Minutes of the Meeting

Sexual Harassment Committee

(Internal Complaint Committee)

Date: 18th September 2020

Venue: Virtual meeting on Microsoft Teams

Time: 4.00pm to 5.00pm

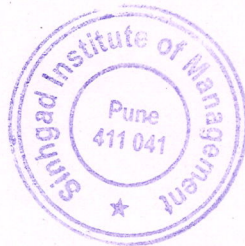
Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss sexual harassment curbs in online medium
2. To increasing awareness regarding sexual harassment

Minutes of meeting:

1. Due to the online medium of Instructions to be followed, during the current academic year, it has been discussed to maintain decorum among the students during virtual sessions and also issue strict guidelines to be adhered by students and faculty alike.
2. All class coordinators to keep a watch to ensure that there are no cases of sexual harassment within the institute. All Communication between faculty and students must be restricted to working hours only. Exception may be considered only in case of emergency with the consent of the Director.
3. As per guidelines of UGC, the prevention of sexual harassment handbook, needs to be circulated to all students and faculty.





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**Academic Year
2019-20**



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(Internal Complaint Committee)

Date: 20th February 2020

Venue: Syndicate Room, First floor

Time: 3.00pm to 4.30pm

Chaired By: Dr. Daniel Penkar, Chairperson

Agenda:

1. To discuss implementation of prevention of sexual harassment curb decided as per previous meeting.
2. To increase the awareness of sexual harassment among the students.
3. To inform students about communication time.
4. To take the decision for distribution of sexual harassment handbook.
5. To plan various activities about gender equity and gender sensitization

Minutes of meeting:

1. It has been discussed about the discipline of students was undertaken.
2. All Class coordinators are reinstructed to increase the awareness of sexual harassment among the students.
3. The timings for communication between students and faculty need to continue.
4. It has been decided to distribute the Prevention of Sexual harassment content to students during the induction itself.
5. It has been decided to conduct two guest sessions on gender equity and gender sensitization.





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Sexual Harassment Committee

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Date: 20th September 2019

Venue: First floor, Syndicate room

Time: 4.00pm to 5.00pm

Chaired By: Dr. Daniel Penkar, Chairperson

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