



MANGALMAI INSTITUTE OF MANAGEMENT AND TECHNOLOGY
ACCREDITED GRADE A INSTITUTE BY NAAC

(Affiliated to Dr. A. P. J. Abdul Kalam Technical University, Lucknow and Approved by AICTE)

CAMPUS : 8 & 9, Knowledge Park-II, Greater Noida (U.P.) Ph. 0120-2328400, 2328401
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01/08/2024

Minutes of Meeting

A meeting of the Internal Complaint Committee was held on 01-08-2024 at 4:00 PM at Board Room, MIMT, B-Block to discuss the following agenda:

1. Approval of the previous meeting's minutes (dated February 1, 2024).
2. Discussion of the ICC's Annual Report for 2023-24.
3. Cases reported & resolved.
4. Planning the ICC's Action Plan for 2024-25.
5. Any other points raised with the permission of the chair.

The following members were present:

Name	Position
Dr. Himani Shonik	Chairperson
Dr. Anjali Dixit	Member Secretary
Ms. Neelam Sharma	Member- Representative of Non-Teaching Staff
Mr. Devesh Sharma	Member- Representative of Non-Teaching Staff
Mr. Vansh Saini	Member- Representative of Students
Ms. Lavanshi Bhardwaj	Member- Representative of Students

The Chairperson welcomed all the new members of the ICC.

Deliberations & Decisions Taken:

1. **Approval of Previous Meeting's Minutes (01/02/2024):**
The minutes of the previous meeting, dated February 1, 2024, were read and approved.
2. **ICC's Annual Report for 2023-24:**
It was informed by Chairperson that:
 - **Complaints Status:** No complaints related to female harassment were received from MBA department during the academic year.
 - **Policy & Documentation:** The updated committee list and the zero-tolerance policy are accessible on the institutional website, affirming the institution's commitment to a safe and respectful environment.
 - **Gender Champions:** 10 selected Gender Champions from the Batch of 2023-25 organized various activities throughout the academic session.

Shank

Shank
Director
Mangalmai Institute of
Management & Technology
Greater Noida



- **CCTV Installation Update:**
Mr. Devesh Sharma reported that the CCTV cameras installed during the 2023-2024 academic session are functioning properly.
- **Google Forms Submission:**
Forms related to actions taken on implementing the guidelines of Gender Champion and addressing cases of sexual harassment in higher education institutions for the 2023-2024 period have been submitted on the Saksham Portal.
- **Activity Reports:**
Reports of activities conducted during 2023-2024 were presented and discussed.
- **Reports of the following activities were put forward:**

S.No.	Name of Activity	Date
1	Orientation Session of ICC	27-07-2023
2	Guest lecturer on Women Harassment- Prevention Strategies and Legal framework	20-12-2023
3	Blanket distribution & Women's rights Awareness Drive	27-12-2024
4	Self Defence workshop	28-12-2023
5	Beti Bachao and Beti Pado	24-01-2024
6	Session on "Transition: novice to confident woman" (Women's day celebration)	07-03-2024
7	Gillette & Whisper Personality development workshop	24-04-2024
8	Awareness Drive followed by sanitary napkins distribution for underprivileged women at Bhavishya NGO	08-06-2024
9	"Nourishing Lives": A Nukkad Natak on Nutrition for Underprivileged Women at Slum area Noida 71.	08-06-2024

The efforts of the Internal Complaint Committee (ICC) were highly appreciated by the members. The house showed satisfaction on the annual report for the duration of 2023-24.

3. Cases reported and resolved

No cases were reported during the academic session 2023- 2024.

4. Action Plan for academic session 2024-25:

Dr. Himani Shonik provided a briefing on the Action Plan for 2024-25:

- **Circulation of Faculty Names:**
Names of all members of ICC will be shared with all MIMT faculty, staff, and students.
- **Planned activities for Session 2024-25:**

S.No.	Name of Activity
1	Orientation Session of ICC
2	Guest lecture on "Breaking Gender Stereotype" for girl students of school
3	An online session titled "Empowering Workplaces: Understanding POSH" for MBA girl students at MIMT, in recognition of the International Day of the Girl Child.

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4	Guest lecturer on Women Harassment- Prevention Strategies and Legal framework
5	Blanket distribution & Women's rights Awareness Drive
6	Nukkad Natak on women empowerment
7	Session on women safety Act
8	Women's day celebration
9	Organize a rally to raise awareness about emergency response services.
10	Awareness Drive followed by sanitary napkins distribution for underprivileged women
11	Social media campaign using hashtags raise awareness about women's right and awareness.
12	Workshop aimed at teachers and students to educate gender equality.

- **Security Measures:**

Ensure that the installed CCTV cameras in the college premises are functioning properly to enhance the safety of girl students, supported by strict and continuous monitoring.

- **Annual Report:**

Preparation of an annual report detailing the number of reported cases and their resolutions.

- **Gender Champion Applications:**

- **The ICC will invite applications for Gender Champions for the Batch 2024-2026.**


- **Zero Tolerance Policy**

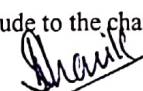
The Internal Complaints Committee (ICC) will emphasize the enforcement of the Zero Tolerance Policy by ensuring the timely and transparent handling of all complaints related to harassment, discrimination, or any other form of misconduct.

5. Any other point with permission of chair:

- Ms. Neelam, Warden, Girls Hostel proposed a sensitization session for the hostel girls, which was approved.

- No other point to discuss further the meeting ended with a vote of gratitude to the chair.


Dr. Anjali Dixit
Member Secretary, ICC


Dr. Himani Shonik
Chairperson, ICC

CC to:
Members of ICC
Director
IQAC Director
HOD
Notice Board
OfficeFile


Director
Mangalmai Institute of
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Attendance Sheet

A meeting of the Internal Complaint Committee held on 1-08-2024 at 4:00pm at Board Room, MIMT.

Name	Position	Signature
Dr. Himani Shonik	Chairperson	
Dr. Anjali Dixit	Member Secretary	
Ms. Neelam Sharma	Member- Representative of Non-Teaching Staff	
Mr. Devesh Sharma	Member- Representative of Non-Teaching Staff	
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