

Sanjay Gandhi College of Education

STUDENTS' GRIEVANCE CELL

The function of the cell is to look into the complaints lodged by students, and judge its merit. The Grievance cell is empowered to look into matters of harassment, unlawful, false or professionally inappropriate evaluations or behavior by faculty members, staff members, an administrator or an official of the college or another student. Anyone with a genuine grievance unwilling to appear in self, grievances may be dropped in writing at the letterbox/suggestion box of the Grievance Cell at library.

Objectives:

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the individuals in order to maintain a harmonious educational atmosphere in the institute.

A Grievance Cell is constituted to redress the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box will be installed in the library in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising All the Students to refrain from inciting Students against other Students, teachers and College administration
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the grievance cell.

Scope

Student complaints may be classified as grievances and fall into one of three categories: Academic, Non-Academic, Discrimination.

The cell will deal with Grievances received in writing from the students about any of the following matters:-

- Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
- Financial Matters: Related to dues and payments for various items from library etc.,
- Other Matters: Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers, fairness and impartiality

Procedure for lodging complaint:

- The students may feel free to put up a grievance in writing and drop it in the grievance box.
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.

The written complaint should be in the following format

- a. Statement of the grievance/ allegation
- b. Description of the alleged facts:
- c. Other facts considered to be pertinent to the problem
- d. Signature of the person initiating the complaint

Functions :

- The cases will be attended promptly on receipt of written grievances from the students, periodically.
- The cell formally will review all cases and will prepare reports about the number of cases received
- The cell will give report to the authority about the cases attended to and the number of pending grievances, if any, which require direction and guidance from the higher authorities.

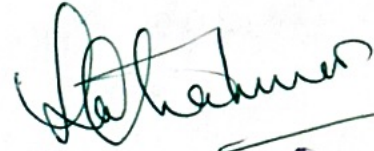
Rules to be followed

- Unnecessary complaints should not be posted
- Should provide a valid proof

Composition of the grievance cell

Chairman - Dr. LathaKumari.R., Principal
Members: Mrs Sindhu V., Lecturer
Mr. Srinath N., Lecturer

“Leading for a healthy stress free and cooperative environment”



Principal
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**SANJAY GANDHI COLLEGE OF EDUCATION
RGC CAMPUS, CHOLANAGAR, BANGALORE**

Rules & Regulations for Prevention and Prohibition of Ragging

The University Grants Commission, New Delhi in its circular dated July 17th 2009, has taken a very serious view of ragging incidences in educational institutions and on Directions of the Hon'ble Supreme Court of India vide its Order dated 16.5.2007 has ordered strict implementation of following rules & regulations for Prevention and prohibition of Ragging in educational Institutions. Various Types of Ragging The Hon'ble Supreme Court has, inter-alia, mentioned the following types of ragging:-

1. Ragging has several aspects with, among others, psychological, social, political, economic, cultural, and academic dimensions.
2. Any act that prevents, disrupts or disturbs the regular academic activity of a student should be considered with in the academics related aspect of ragging; similarly, exploiting the services of a junior student for completing the academic tasks assigned to an individual or a group of seniors is also an aspect of academics related ragging prevalent in many institutions, particularly in the technical institutions.
3. Any act of financial extortion or forceful expenditure burden put on a junior student by senior students should be considered an aspect of ragging for ragging economic dimensions.
4. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestured, causing bodily harm or any other danger to health or person can be put in the category of ragging with criminal dimensions.
5. Any act or abuse by spoken words, emails, snail-mails, blogs, public insults should be considered with in the psychological aspects of ragging. This aspect would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to others; the absence of preparing 'freshers' in the run up to their

admission to higher education and life in hostels also can be ascribed as a psychological aspect of ragging – coping skills in interaction with seniors or strangers can be imparted by parents as well. Any act that affects the mental health and self confidence of students also can be described in terms of the psychological aspects of ragging.

6. The human rights perspective of ragging involves the injury caused to the fundamental right to human dignity through humiliation heaped on junior students by seniors; often resulting in the extreme step of suicide by the victims.

Actions to be taken against students for indulging and abetting in Ragging in educational institutions Universities including Deemed to be University imparting education:-

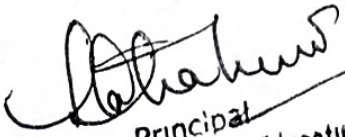
1. The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents. The students who are found to be indulged in ragging should be debarred from taking admission in any educational institution in India.
2. Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.
3. Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following. (i) Cancellation of admission (ii) Suspension from attending classes (iii) Withholding/withdrawing scholarship/fellowship and other benefits (iv) Debarring from appearing in any test/examination or other evaluation process (v) Withholding results (vi) Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc. (vii) Suspension/expulsion from the hostel (viii)

Rustication from the institution for period ranging from 1 to 4 semesters
(ix) Expulsion from the institution and consequent debarring from admission to any other institution. (x) Fine of Rupees 25,000/- (xi) Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.

4. The institutional authority shall intimate the incidents of ragging occurred in their premises along with actions taken to the Council immediately after occurrence of such incident and inform the status of the case from time to time.

5. Courts should make an effort to ensure that cases involving ragging are taken up on priority basis to send the correct message that ragging is not only to be discouraged but also to be dealt with sternness.

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Anti Sexual Harassment Cell

As per the guidelines of UGC and the Supreme Court an Anti-Sexual Harassment Committee has been established by the college to provide a healthy atmosphere to the students of the college.

Anti Sexual Harassment Committee deals with issues relating to sexual harassment. The committee is formed to prevent sexual assault, rape and other related crimes on girl students.

Goal : Prevention of sexual harassment to ensure safe environment for girl students for the studies.

Objectives :

- To develop guidelines and norms for policies against sexual harassment
- To develop principles and procedures to combat sexual harassment
- To work out details for the implementation these policies.
- To prepare a detailed plan of actions, both short and long term
- To organize gender sensitization awareness programme.
- To deal with cases of discrimination and sexual harassment in a time bound manner, aiming at ensuring support services to the victimized

What is Sexual Harassment?

For this purpose, sexual harassment includes unwelcome sexually determined behavior (whether directly or by implication) such as:

- Verbal or Physical threats.
- Insulting, Abusive, Embarrassing or Patronizing behavior or Comments.
- Offensive gestures, Language, Rumors, Gossip or Jokes.
- Humiliating, Intimidating, Demeaning and/or Persistent criticism, Open hostility.
- Suggestive comments or Body language.
- Isolation or Exclusion from normal work or study place.
- Publishing, Circulating or Displaying pornographic, Racist, Sexually suggestive or Otherwise offensive pictures or Other materials.
- Unwanted physical contact, Ranging from an invasion of space to a serious assault (The above list is not intended to be exhaustive).

The following is also sexual harassment and is covered by the committee

- Eve-teasing
- Unsavory remarks
- Jokes causing or likely to cause awkwardness or embarrassment
- Innuendos and taunts
- Gender based insults or sexist remarks
- Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like
- Touching or brushing against any part of the body and the like
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings
- Forcible physical touch or molestation
- Physical confinement against one's will and any other act likely to violate one's privacy

Anti Sexual Harassment Cell assures all the complaints of the students, teaching and non-teaching staffs are treated with dignity and respect and the complaints should be maintained confidential.

False Reporting: Intentionally making a false report or providing false information is grounds for indiscipline.

For any Complaints, Queries & Assistance

Contact: 080-23545552. 9845807425. 9845042811