

ANTI-RAGGING POLICY

The College has a coherent and an effective anti-ragging policy in place which is based on the 'UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009' [hereinafter referred to as the 'UGC Regulations']. The UGC Regulations have been framed in view of the directions issued by the Honorable Supreme Court of India to prevent and prohibit ragging in all Indian Educational Institutions and Colleges. The said UGC Regulations shall apply to the College and the students are requested kindly to abide by the same –

Ragging constitutes one or more of the following acts:

- Any conduct by any student or student whether verbal or written or by an act which has the effect of teasing, verbal, physical rudeness, impolite and/or indecent gesture towards any student.
- indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical, psychological or emotional trauma / harm or to raise fear, anxiety or apprehension of danger thereof in any other student;
- asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, torment or embarrassment so as to adversely affect the physique, psyche or emotions of such a student.
- any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any student.
- exploiting the services of a student for completing the academic tasks assigned to an individual or a group of students.
- any act of financial extortion or forceful expenditure burden imposed on a student by fellow students.
- any act of physical abuse including all variants of it: sexual abuse, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.

- any act or abuse by spoken words, emails, post, public insults, social media posts which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to any other student ;
- any act that affects the mental health and self-confidence of any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any other student.

ANTI-RAGGING COMMITTEE:

The Anti-Ragging Committee, chaired by the Principal with members of senior faculty appointed by the Principal every 2 years OR faculty members who are advisors to the Student's Council shall examine all complaints of anti-ragging and come out with recommendation based on the nature of the incident. The committee shall have as its members, the Principal / Vice Principal, Student Counselors, Faculty Advisors, Head of the concerned Department.

A student found guilty by the committee will attract one or more of the following punishments, as imposed by the Anti-Ragging Committee:

- Suspension from attending classes and academic privileges.
- Withholding / withdrawing scholarship / fellowship and other benefits.
- Debarring from appearing in any test / examination or other evaluation process.
- Withholding results.
- Suspension / expulsion from the hostels and mess (in case of a hosteller).
- Cancellation of admission.
- Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- In cases where the persons committing or abetting the act of ragging are not identified, the College shall resort to collective punishment.
- An all-out effort is made by the sisters to counsel the student concerned and is accompanied by them to help her cope up with pain.
- If need be, in view of the intensity of the act of ragging committed, a First Information Report (FIR) shall be filed by the College with the local police authorities.

The Anti-Ragging Committee of the Institute shall take appropriate decision, including imposition of punishment, depending on the facts and circumstances of each incident of ragging and nature and gravity of the incident of ragging.

Date of Implementation: February 2020
Policy Review Date: February 2023

GRIEVANCE REDRESSAL POLICY

The Principal / Vice Principal appoint annually a Grievance Redressal Committee of senior faculty members with herself as ex-officio chairperson.

The college follows the UGC guidelines under UGC Regulation 2019 vide notification No. F. No. 14-4/2012 (CPP-II) dated 6th May 2019.

Any student of the College aggrieved by any acts of harassment, misconduct or ragging as defined and summarized hereinabove can approach the Grievance Redressal Committee. Further, any student who is aware of any violations must report the same to the Committee. The Committee consists of five senior members appointed by the Principal / Vice Principal.

- Said grievance must be in writing and should be made within 60 days from the day of the alleged violation and submitted to the Principal / Vice Principal.
- The Cell shall take cognizance of the grievance and inform the apex Grievance Redressal Cell – when grievances are filed with another cell / club / association e.g.: Women's Cell, NSS, NCC, etc
- The Principal / Vice Principal then calls for a meeting with members of the committee and presents the case.
- The committee studies the case thoroughly taking into consideration every aspect and different points of view.
- A bilateral settlement with a dialogue is looked into in order to solve the case amicably.
- Both the parties are given a fair chance to voice their opinion with fair and equitable opportunities.
- Appropriate suggestions are put forward and the case is tried to be resolved in an easy and acceptable manner.
- If case of serious issues the case is taken to the Manager who along with the Principal / Vice Principal and Committee members who then arbitrates the case and comes to an acceptable solution.
- UGC guidelines are followed.
- Sisters counsel the students concerned and with compassion and merciful love try to bring about a compromising solution.

Date of Implementation: February 2020
Policy Review Date: February 2023

POLICY ON PROHIBITION OF SEXUAL HARASSMENT

The College adopts and follows **The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.**

Carmel College of Arts, Science & Commerce for Women has 100% girls at Undergraduate level and 0.1% boys at Post-Graduate level with a faculty of 80 % females and 20 % males.

A committee thus representative of the population to address the issues of Sexual Harassment is constituted by the Principal / Vice Principal.

- The names and contact details of the current members of the Committee for Sexual Harassment (CSH) are made available to the students via the College Handbook.
- The names of the committee members are also prominently displayed in public spaces, accessed areas – Office, Auditorium, Canteen etc.
- CSH is committed to creating and maintaining a safe, secure and comfortable study as well as workplace, free from impropriety, indignity and fear, for everyone.
- CSH conducts annual awareness programs to ensure that the students and staff remain attentive and responsive to the issue of sexual harassment.
- Further, the Committee investigates complaints or allegations of sexual harassment and addresses them in a timely, impartial and sensitive manner according to the guidelines of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
- CSH is committed to ensuring the investigation is impartial and follows due process.
- This Policy is without prejudice to the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 that was enacted into law on April 22, 2013. Sexual harassment of women, within or outside a workplace, is further defined and criminalized under section 354A of the Indian Penal Code, 1860.

Date of Implementation: February 2020

Policy Review Date: February 2023