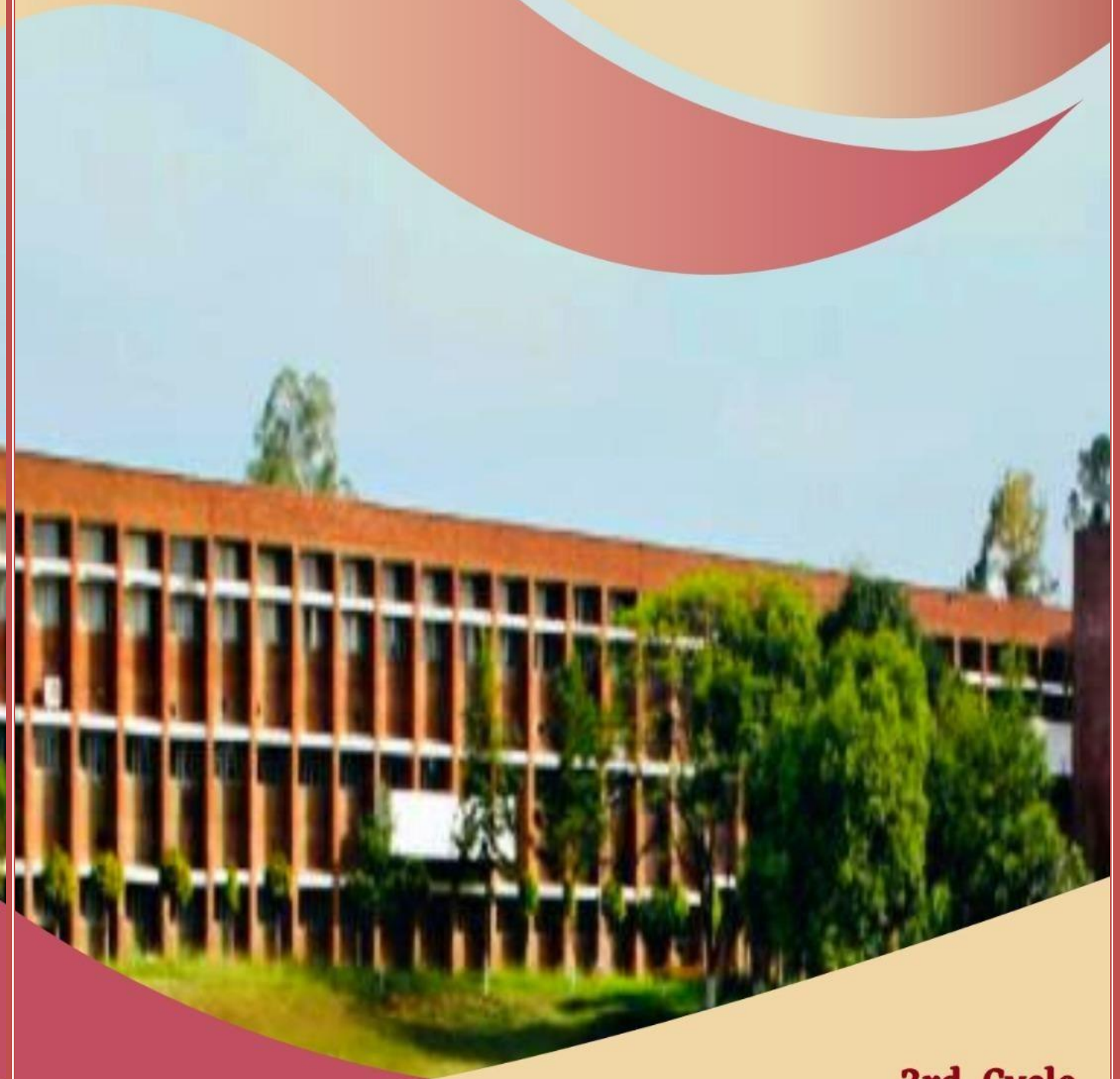




**GOVERNMENT HOME SCIENCE COLLEGE
SECTOR-10, CHANDIGARH**

NAAC ACCREDITED GRADE 'A'

NIRF INDIA RANKINGS 2022 by Ministry of Education, GOI : 46th



3rd Cycle

Assessment & Accreditation by NAAC

CRITERION-V

STUDENT SUPPORT AND PROGRESSION



CRITERION 5
KEY INDICATOR: Student Support

METRIC 5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Index

SR. NO.	EVENT	PAGE NUMBER
1	Minutes of the meetings of student grievance	1-8
2	Website Links and Proof of constitution for Relevant Committees	9
3	Reports of Grievance Redressal Committee, Anti- Ragging Committee and Sexual Harassment Committee	10-21

Minutes of the meeting for Grievance Redressal Committee

2017-2018

Minutes of the Meeting

Date: 8.9.2017

Time: 11:00 am

A meeting of Grievance Redressal Committee was held in the conference room to discuss the complaints and suggestions given by students.

Suggestions and complaints

1. To make library environment more conducive for study.
2. Hygiene issues in college canteen
3. Changing of breakfast menu in Hostel Mess.
4. Coolers in hostel Mess are not cooling effectively.

Action Taken

1. Librarian was asked to do the needful and maintain discipline in the library.
2. Committee visited the canteen and given instructions to the canteen contractor. He was told to maintain cleanliness in the canteen and also increase the items on the menu.
3. Hostel committee visited the Mess and asked the mess contractor to change the menu in hostel mess. The menu items suggested by students were included.
4. Proper cleaning and maintenance of the coolers was done.

Grievance Redressal Committee

Prof. Reetinder Brar 
Dr. Jagjiwan Kaur
Dr. Sangeeta Dewan
Dr. Rupinder Kaur
Ms. Namrata Sethi (Special invitee) 
Mrs. Vandana Saini (Special invitee) 


Principal
Government Home Science College
Sector-10, Chandigarh

2018-2019

Minutes of the Meeting

Date: 4.9.2018

Time: 11:00 am

A meeting of Grievance Redressal Committee was held in the HDFR deptt. to discuss the complaints and suggestions given by students.

Suggestions and complaints

1. The office staff is usually not very approachable. They do not resolve queries of students immediately.
2. Adequate supply of clean water during college hours.
3. Students wanted more books to be included related to competitive exams in the library.
4. Fresh food to be included in the college canteen as they found that some items served in the canteen were stale.

Action Taken

1. The superintendent had advised the staff to be more polite and approachable to the students.
2. R.O. water coolers were installed at the college campus and were cleaned.
3. More books were purchased in the library. The students will be provided with 4 books at a time with 4 library cards of one student.
4. The owner of the college canteen was asked to increase the variety of fresh foods for the students and dispose stale food appropriately.

Grievance Redressal Committee

Prof. Reetinder Brar

Dr. Sangeeta Dewan

Mrs. Neelam Kumari

Mr. Jai Karan

Mrs. Seema Jaitley (Special invitee)

Mrs. Vandana Saini(Special invitee)

Brar

Neelam

Seema

VSD

Saini

Principal
Government Home Science College
Sector-10, Chandigarh

2019-2020

Minutes of the Meeting

Date: 3.9.2019

Time: 11:00 am

A meeting of Grievance Redressal Committee was held in the visitor's room to discuss the complaints and suggestions given by students.

Suggestions and complaints

1. Teaching in both languages as many students were from Hindi medium.
2. Use of eco-friendly carry bags in the campus was suggested by the student council.
3. Marks for internal assessment should be displayed on departmental notice boards.
4. Gym machines are not working properly.

Action Taken

1. Instructions were given to the Teachers to disseminate lectures in Hindi & English both.
2. Awareness regarding eco-friendly carry bags was spread through posters and lectures by student council.
3. Instructions were given to the Lab staff for displaying internal assessment.
4. Gym machines were checked for proper functioning.

Grievance Redressal Committee

Prof. Reetinder Brar

Dr. Sangeeta Dewan

Mrs. Neelam Kumari

Mr. Jai Karan

Dr. Neha Sharma (Special invitee)

Mrs. Annu Deharwal (Special invitee)


Principal
Government Boys Science College
Sector - III, Chandigarh

2020-2021

Minutes of the Meeting

Date: 5.10.2020

Time: 11:00 am

A meeting of Grievance Redressal Committee was held in the conference room to discuss the complaints and suggestions given by students.

Suggestions and complaints

1. Network issues in online classes were observed. Students wanted proper internet connection.
2. More cleaning articles and sanitizers for proper hygiene during Covid-19 to prevent the spread of Covid-19.
3. Classes should be in accordance to time table only.

Action Taken

1. Network issues were resolved in the college campus.
2. Cleaning articles and ample amount of sanitizers were purchased to prevent the spread of Covid-19.
3. Teaching staff was given instructions to strictly adhere to the time table and not to take online classes late in the evening.

Grievance Redressal Committee

Prof. Reetinder Brar

Mrs. Neelam Kumari

Dr. Neha Sharma

Mr. Charanjit Singh

Mrs. Jyoti, Bill Assistant

Mrs. Mona Soin (Special invitee)

Mr. Navtej Singh (Special invitee)


Principal
Government Home Science College
Sector-03, Chandigarh

2021-2022

Minutes of the Meeting

Date: 13.9.2021

Time: 11:00 am

A meeting of Grievance Redressal Committee was held in the conference room to discuss the complaints and suggestions given by students.

Suggestions and complaints

1. Dense vegetation in and around the hostel buildings and there was scare of snakes.
2. In light of COVID Single rooms should be allocated to hostel residents.
3. New curtains should be put off in B.Sc Hostel Mess.
4. Renovation of badminton court is required.
5. Grass cutting around open Gym area of the college so that the students can exercise without any fear of creepy crawlers.

Action Taken

1. Instructions were given to concerned staff to cut the dense vegetation.
2. Single rooms were allocated to hostel residents to avoid the chances of infection.
3. New curtains were purchased and put off in B. Sc Hostel Mess.
4. Renovation of badminton court is in the process.
5. Instructions were given to concerned staff for grass cutting and purchase of grass cutting machines were done.

Grievance Redressal Committee

Prof. Reetinder Brar

Mrs. Neelam Kumari

Mrs. Seema Jaitley

Mr. Amit

Mrs. Jyoti, Bill Assistant

Ms. Pratibha Thapa (Special invitee)

Ms. Shikha Garg (Special invitee)


Principal
Government Home Science College
Sector-10, Chandigarh

Minutes of the Meeting of Anti-Ragging Committee

OFFICE OF THE PRINCIPAL, GOVT.HOME SCIENCE COLLEGE,
SECTOR-10, CHANDIGARH

Dated- 04/08/2022

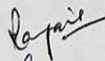

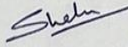
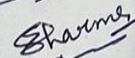
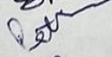
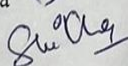
Minutes of the meeting

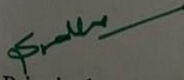
Agenda: - Meeting of Anti Ragging Committee for monitoring measures to prevent ragging at Govt. Home Science College Sector-10, Chandigarh held in the Botany department on 04.08.2022 at 11.00 am.

After reviewing UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 thoroughly, the Committee members have decided to take following measures –

- Following things will be displayed at main entrances of college/hostel buildings.
 - Anti-Ragging poster/banners
 - Punishable ingredients of ragging
 - Action to be taken at institutional level against ragging
 - Toll Free number of Anti ragging cell
 - Contact numbers of Anti Ragging Committee members
- Anti-ragging Undertaking will be taken from students and their parents respectively at the time of admission.
- Constitution of Mentoring cell and anti-ragging squad after the commencement of classes.
- Students will be made aware and sensitized towards prohibition of ragging in college premises during orientation programme.

The following members were present during the meeting.

1. Mrs. Ranjana Sharma  Incharge
2. Dr. Uttara Singh 
3. Mrs. Shalu Gupta 
4. Mrs. Sakshi Sharma 
5. Mrs. Pratibha Thapa 
6. Dr. Shikha Garg 


Principal
Govt. Home Science College
Sector-10, Chandigarh

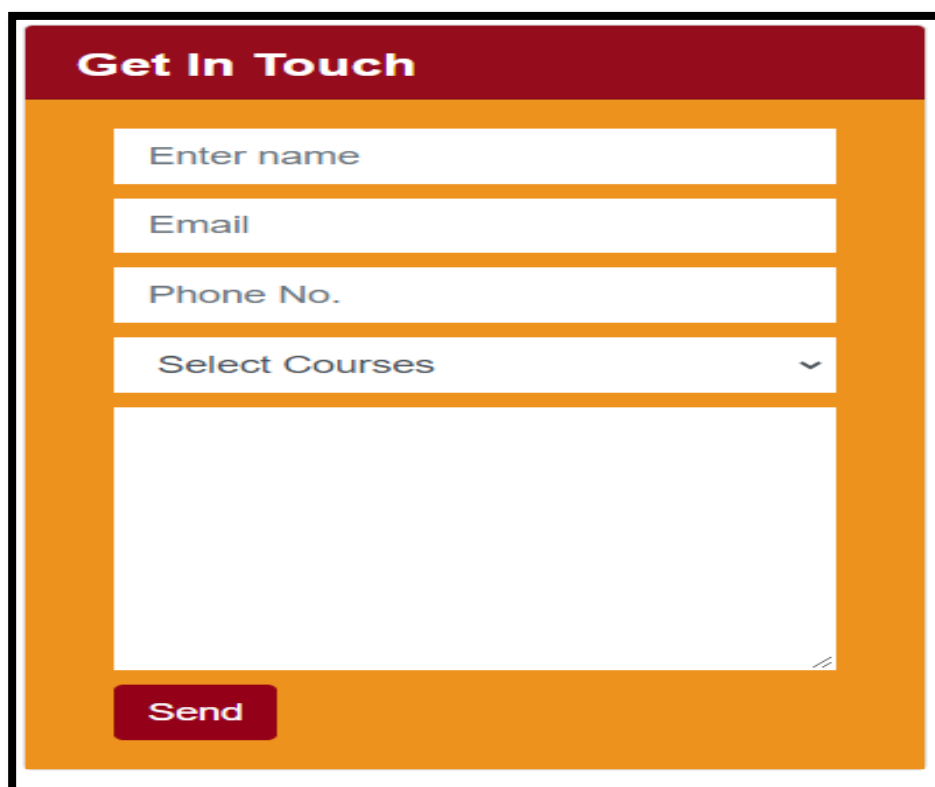
The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging.

Web-Links and Proof of constitution of relevant committees

Internal Complaints Committee: <https://homescience10.ac.in/internal-complaints-committee>

Anti-Ragging Squad: <https://homescience10.ac.in/anti-ragging-squad>

Grievance Redressal Committee: <https://homescience10.ac.in/grievance-redressal-committee>



The image shows a contact form titled "Get In Touch" with a dark red header. The form has an orange background and contains the following elements:

- Input field: "Enter name"
- Input field: "Email"
- Input field: "Phone No."
- Dropdown menu: "Select Courses" with a downward arrow
- Large empty text area for a message
- Red "Send" button

Website Portal for Queries

REPORT OF GRIEVANCE REDRESSAL COMMITTEE

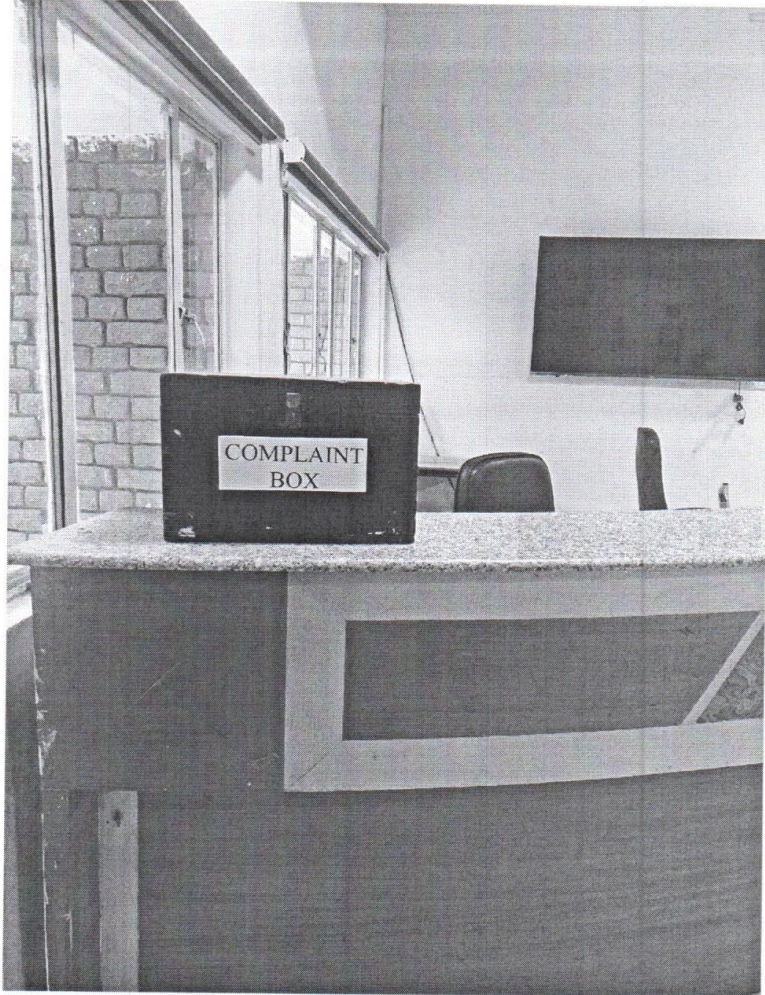
REPORT OF GRIEVANCE REDRESSAL COMMITTEE

At the beginning of the session, students were apprised at the orientation of the availability of a Grievance Redressal Mechanism in the college. They were briefed that they could share their problems regarding academic matters related to classroom teaching, management, teaching methods, classmates, completion of syllabus, timely issuance of marksheets, transfer certificates, examination related matters or non academic issues like financial matters related to dues and payments for various items from library, hostels etc or non availability of certain facilities concerning hygiene, sanitation, preparation of food or regarding teaching or non-teaching personnel.

Students were informed that anyone with a genuine grievance may approach a committee member in person or may drop in writing their complaint letter at any of the complaint boxes available in the college campus as well as the U.G and P.G hostels. The students were also told about their respective tutorial groups and their mentors with whom they could discuss their problems and share grievances privately. The process of writing a complaint was duly explained where one needs to clearly mention their problem and need not write their name in the complaint letter.

It was found that students had grievances regarding network issues in the college campus, provisions for more cleaning articles and sanitizers to prevent spread of Covid-19 as well as having classes in accordance to the timetable rather than late evening. The office staff was asked to be more approachable as the students felt that they do not solve the queries of the students immediately. R.O water coolers were installed in the college campus as students complained about non availability of clean drinking water during college hours. More books were purchased in the library as students felt there was paucity of books for competitive exams. The committee visited the canteen to check the quality of food and asked the contractor to increase the sale of fresh food items as students complained of certain items being stale. The students also had grievances about the gym machines not working.

It was assured that genuine grievances were redressed by the committee as well as Tutorial groups in a stipulated time limit.



Complaint Box at the reception of the college

Committee members:

Prof. Reetinder Brar

Mrs Neelam Kumari

Dr Neha Sharma

Mr Charanjit Singh

Mrs Jyoti, Bill Assistant

Mrs Mona Soin (Special invitee)

Mr Navtej Singh (Special invitee)

REPORT OF ANTI-RAGGING COMMITTEE

The Anti-Ragging Committee is a supervisory and advisory committee with an aim to reserve a culture of ragging free environment in the college campus. At the beginning of the session, students were apprised at the orientation about the strict non tolerance policy of the college towards ragging. The different forms of ragging which include acts of indiscipline, teasing, handling with rudeness which can likely cause psychological harm etc were talked about in detail. It was made clear that those found guilty would be liable for punishment and an undertaking from them stating the same was taken at the time of admission as well. At the beginning of the year, the Committee frequently visited classrooms and hostels to ensure ragging free campus.

The committee displayed posters of Anti Ragging Policy throughout the campus. The student council was also actively involved in observing and reporting if any such untoward incident took place. Regular checks were done by student representatives made for each floor in the college as well as in the hostels. Awareness talks were held and adequate impetus was given through posters/hoardings kept at vantage points and through website prohibiting ragging. No case of ragging was found in any year.



Awareness Talk on Anti Ragging

Undertaking taken from students
at the time of Admission

**Undertaking from the student as per the provisions of Anti Ragging
Verdict by the Hon'ble Supreme Court of India**

I, Shri/Smt. Dipanshi Verma 1019
son/daughter of Shri. Sanjay Verma
Resident of # 2850 Near Durga Mandir, Rajpura Town (Ft.
do hereby undertake that I shall not resort to ragging activities or any other acts of misbehaviour with anyone in the institute premises or outside this institute. That I have read and understood the directives of the Hon'ble Supreme Court of India on anti-ragging and the measures proposed to be taken in the above reference (www.ugc.ac.in). That I understand the meaning of Ragging and know that Ragging in any form is a punishable offence and the same is banned by the Court of Law, as per directives of the Supreme Court of India, dated May 16, 2007 in SLP No. (s) 24295 / 2004. In case it is found that I am involved in such ragging activities, I will be sent home and my name will be struck – off from the institution. I am fully aware of the Institutional rules and regulations and promise to abide by it. In case of violation or breach of discipline, the Institute has the right to take disciplinary action against me.

I agree

Dipanshi
Full signature of the student

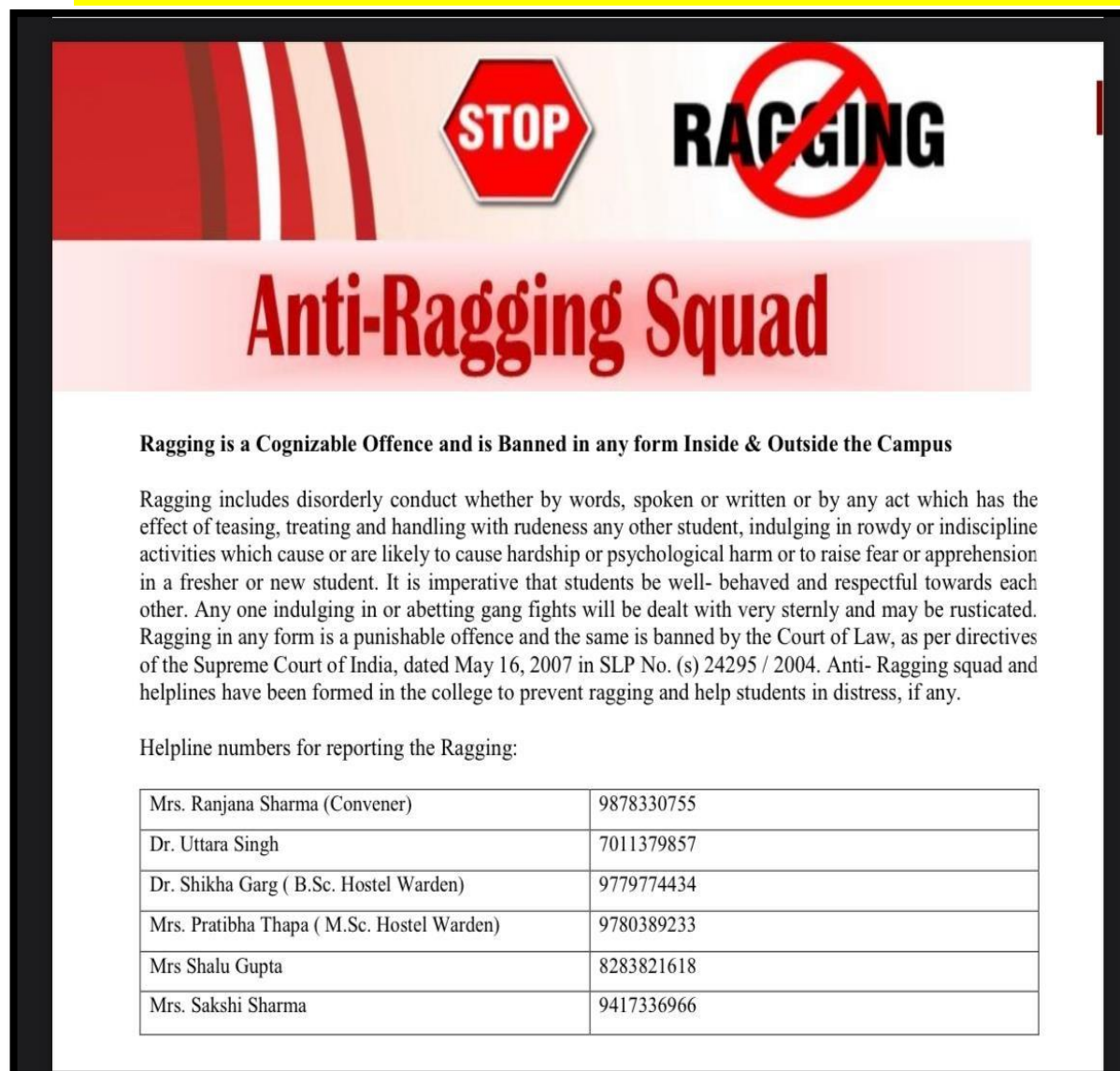
I hereby fully endorse the undertaking made by my child/ward

Sanjay Verma
Signature of Mother/Father/Guardian.

Witness 1) Anju Verma (Mother)
2) _____

ADMITTED AS IDENTIFIED

Anti-Ragging Guidelines Included in the Prospectus of the College



The banner features a red and white striped background on the left. In the center, there is a red octagonal 'STOP' sign and the word 'RAGGING' in bold black letters with a red prohibition symbol over it. Below this, the text 'Anti-Ragging Squad' is written in a large, red, serif font.

Ragging is a Cognizable Offence and is Banned in any form Inside & Outside the Campus

Ragging includes disorderly conduct whether by words, spoken or written or by any act which has the effect of teasing, treating and handling with rudeness any other student, indulging in rowdy or indisciplined activities which cause or are likely to cause hardship or psychological harm or to raise fear or apprehension in a fresher or new student. It is imperative that students be well-behaved and respectful towards each other. Any one indulging in or abetting gang fights will be dealt with very sternly and may be rusticated. Ragging in any form is a punishable offence and the same is banned by the Court of Law, as per directives of the Supreme Court of India, dated May 16, 2007 in SLP No. (s) 24295 / 2004. Anti-Ragging squad and helplines have been formed in the college to prevent ragging and help students in distress, if any.

Helpline numbers for reporting the Ragging:

Mrs. Ranjana Sharma (Convener)	9878330755
Dr. Uttara Singh	7011379857
Dr. Shikha Garg (B.Sc. Hostel Warden)	9779774434
Mrs. Pratibha Thapa (M.Sc. Hostel Warden)	9780389233
Mrs Shalu Gupta	8283821618
Mrs. Sakshi Sharma	9417336966

<https://homescience10.ac.in/storage/Prospectus/GHSC-10%20Prospectus%202022-23.pdf>

Members of Anti Ragging Committee


Mrs Savita Vashisht


Dr. Ravneet Chawla

Mrs Shalu Gupta 

Mrs Sakshi Sharma 

Mrs Pratibha 

Ms Barinder Shergill (Student representative) 

Ms Shilpa Sanan (Student representative) 


Principal
Government Home Science College
Sector-10, Chandigarh

Report of Internal Complaints Committee for Sexual Harassment

REPORT OF INTERNAL COMPLAINTS COMMITTEE FOR

SEXUAL HARASSMENT

At the beginning of the session, students were apprised in detail about Prevention of Sexual Harassment at Workplace Act 2013 and UGC (Prevention, prohibition and redressal of sexual harassment of women employees and students in higher educational institutions) Regulation, 2015 at the orientation program. It was explained to them that the Act was applicable to students and employees of colleges irrespective of tenure, position, designation or gender. Students were told that Sexual harassment could be understood as an unwanted conduct with sexual undertones if it occurs or which is persistent and which demeans, humiliates or creates a hostile and intimidating environment. It was explained that acts like physical contact or advances, a demand or request for sexual favours, making sexually coloured remarks, showing pornography or asking if you wanted to see pornography or any other unwelcome physical, verbal or non-verbal conduct of sexual nature, came under the ambit of Sexual harassment. They were briefed about the availability of an Internal Complaints Committee for sexual harassment in the college and that they could share their problems regarding matters related to sexual abuse and harassment. They were also informed about the availability of counselling services for complainants and consultation in the college. Students were sensitized in the classes in detail about the information given in the Act. It was reiterated that the college stands committed to take strict action against those indulging in sexual violence or harassment of any kind towards its stakeholders. No such case was reported in the last five years. The supporting documents are enclosed.

Committee Members:

1. Prof. Sudha Katyal (Principal) 
2. Prof. Rectinder Drar (Incharge) 
3. Mrs. Seema Jaidley 
4. Mrs. Raman Bhalla 
5. Mrs. Jyoti, Bill Assistant 
6. Divyanshi - Student Representative - B.Sc. Home Science 
7. Shefali - Student Representative - M.Sc. HD 
8. Isha Dhaliwal - Student Representative - Ph.D. Scholar 

From

Principal
Govt. Home Science College
Sector 10, Chandigarh.

To

The Director Higher Education
Chandigarh Administration.

Memo No. GHSC-10/Steno/2018/226
Dated:- 30/07/18

Subject:- Intimation of Internal Complaint Committee members for Sexual Harassment of Women

This is to inform you that the following members are functional for the Internal Complaint Committee for Sexual Harassment of Women for the session 2018-19:

- | | | |
|-----|------------------------------------|----------|
| 1. | Prof. ReetinderBrar | Incharge |
| 2. | Dr. Sangeeta Dewan | |
| 3. | Mrs. NeelamKumari | |
| 4. | Dr. Sonia | |
| 5. | Dr. Sushil, Hostel Supdt. | |
| 6. | Ms. Pratibha, M. Sc. Hostel Warden | |
| 7. | Dr. Neha Sharma | |
| 8. | Mrs. SimarPrabh Kaur | |
| 9. | Mr. Jai Karan, Supdt | |
| 10. | Mrs. Jyoti, Bill Assistant | |

This is for your kind information.

[Signature]
Principal
Govt. Home Science College
Sector 10, Chandigarh.
[Signature]

2018-2019

From

The Principal,
Govt. Home Science College,
Sector-10, Chandigarh.

To

The Director Higher Education,
Chandigarh Administration
U.T. Chandigarh

Memo No. GHSC-10/Steno/2019/2880
Dated, Chandigarh the 14/1/19

Subject: - Sexual Harassment at Workplace-Submission of Annual Report.

In reference to your office memo no. 2758-DHE-UT-AD.II-26(3)2006-II dated 03.01.19 on the subject cited above. Please find the information in the desired format.

Name of Deptt	Whether the Deptt. Has formulated complaints committee at Distt. Level/institution level/college level	If yes/no of complaints committees in the deptt. Level/instt. Level/college level	Total complaints received including name & address of the complaint	No. of complaints decided (giving specific details of the findings of whether charges found true or false)	Complaints disposed off within sixty days	Total complaints disposed off during the year but not within sixty days	Total no. of complaints pending as on 31.03.2015
Govt. Home Science College Sector-10, Chandigarh	Yes, at Institution level	NIL	NIL	NIL	NIL	NIL	NIL

Sr. No.	Name of chairperson and designation	Mobile number of chairperson	Correspondence
01.	Prof. Reetinder Brar	9815735539	Govt. Home Science College Sector-10, Chandigarh

This is for your kind information.

Principal
Govt. Home Science College
Sector-10, Chandigarh.

2018-2019

11/20/23, 1:06 PM

Email

govthomesciencecollege

Re:

From : govthomesciencecollege <homescience-chd@nic.in> **Fri, Dec 11, 2020 10:17 AM**

Subject : Re:

To : ddaeducation chd <ddaeducation.chd@gmail.com>

Sir
This is to intimate that there are no pendency of cases in r/o Sexual Harassment of women in our college.

Regards

From: "ddaeducation chd" <ddaeducation.chd@gmail.com>
To: principal@gc11.ac.in, "principal gcg" <principal_gcg@yahoo.com>, gcg42chd@yahoo.com, gc46chandigarh@gmail.com, gcechd@yahoo.co.in, "govthomesciencecollege" <homescience-chd@nic.in>, gcyehchandigarh@gmail.com, gccbachd@hotmail.com, ssdahiya@gmail.com, drie32chd@gmail.com, rie@rieni.org, anjugupta062@gamil.com, statelibrarysec34@gmail.com
Sent: Thursday, December 10, 2020 5:22:55 PM

it is intimated that there is a meeting reg. sexual harassment of women at work place 11.12.20 at 11.45 am in the office of DC UT CHD. You'r requested to supply the information in this office tomorrow at **10.00 am positively so that same conveyed to DC Office. Most urgent.**

From : ddaeducation chd <ddaeducation.chd@gmail.com> **Thu, Dec 10, 2020 05:26 PM**
2 attachments

Subject : <No Subject>

To : principal@gc11.ac.in, principal gcg <principal_gcg@yahoo.com>, gcg42chd@yahoo.com, gc46chandigarh@gmail.com, gcechd@yahoo.co.in, govthomesciencecollege <homescience-

<https://email.gov.in/f/printmessage?id=C-38324&tr=Acid/Kobata&str=1> 1/2

2020-2021

To

Joint Director (Admn.)
Director Higher Education
Additional Deluxe Building, 1st Floor
Sector-9, Chandigarh
Chandigarh Administration

Memo No. - GHSC-10/steno/2022/3362

Dated 15/01/2022

Subject :- Regarding Harassment of Women at Workplace Prevention and Redressal.

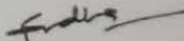
Respected Sir,

With reference to your letter No. 1266-DHE-UT-AD-II 26(3) 06-II/291 dated 13.01.2022 on the subject cited above.

Annual report for implementation of provisions of Sexual Harassment of Women at Workplace (prevention, Prohibition and Redressal) Act, 2013 in r/of Govt. Home Science College Sector-10, Chandigarh

There has been no case of Sexual Harassment of Women in Govt. Home Science College Sector-10, Chandigarh during the current period.

This is for your information and necessary action.


Principal
Govt. Home Science College
Sector-10, Chandigarh
plc
