



Mangalore Institute of Technology and Engineering

(An ISO 9001:2015 Certified Institution)

(A Unit of Rajalaxmi Education Trust)

BadagaMijar, Moodabidri-574225

INTERNAL COMPLAINTS COMMITTEE

2018-19

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The Members of Internal Complaints Committee for the academic year 2018-19:

Role	Name	Designation
Chair person	Dr. Asha Crasta	Associate Prof., Dept. of Mathematics
Members	Dr. G.L. Easwara Prasad	Principal, MITE
	Dr. C.R. Rajashekar	Vice Principal, HOD , Dept. of Mechanical Engineering
	Mrs. Rashmi Praveen	Assistant Prof., Dept. of Mathematics
	Ms. Jyothi G N	Assistant Prof., Dept. of CSE
	Mrs. Mallika Shetty	Accounts Head
	Mrs. Shubha, Foreman	Foreman, Dept. of CSE
Student Members	Ms. Samiksha N	Dept. of Mechatronics Engineering
	Ms. Shraddha Mendon	Dept. of Information Science
	Ms. Chaitra Shettigar	Dept. of Aeronautical Engineering
NGO, Member	Mrs. Rochana Surjit	Customer service relationship executive

Internal Complaints committee at our institute has zero tolerance policy against sexual harassment and is committed to uphold the Constitutional mandate to combat sexual harassment. It strongly supports gender equality and opposes any form of gender discrimination, sexual harassment and gender violence.

Proceedings of the Internal Complaints Committee meetings

Meeting I

The first meeting of the Internal Complaints Committee for the academic year 2018-19 was held on 22-08-2018 at 10.50 am at Conference Hall-II.

Agenda:

1. Review of the closing report of the academic year 2017-18.
2. Dissemination of information of Internal Complaints Committee to the students and employees.
3. To create awareness about gender equality.
4. To organize the appropriate programs for Gender sensitization and training for self-defense and celebrate International Women's day
5. Suggestion/ Complaint drop box

Review of the Closing report of the academic year 2017-18:

The Chairperson addressed the members and expressed satisfaction that no cases were accounted for in the previous academic year and programs organized in that respective year have helped in accomplishing this. The committee members were happy with the endeavors taken to accomplish the same and chose to keep on to put in more effort to ensure a harassment-free environment for every one of the individuals who are contemplating or working in the institution for the next year.

Dissemination of information of Internal Complaints Committee to the students and employees:

The chairperson requested the members to check the posters showed on the notice boards in regards to create awareness about gender sensitization and inappropriate behavior at the campus are unblemished or not. In case the notices are distorted or stained it has to be

supplemented by the new ones. It was decided to upload the new committee members list on the website with the goal that all students can easily access the details of the committee members in occurrence of need.

To create awareness about gender equality:

It was decided to send a circular to all HoD's and chief wardens requesting them to keep up equal representations of male and female in all administration, curricular and co-curricular activities in their respective departments to uphold gender equity. Further, Hod's to instruct faculty members to establish an environment of equality and respect in the classroom, campus by making young men and young ladies share duties and work together to finish assignments or tackle issues. If there should arise an occurrence of any instances of lewd behavior detailed or noticed, the departments to immediately report to the committee member for further action.

To organize the appropriate programs for Gender sensitization, training for self defense and celebrate International Women's day:

The Committee members decided to organize awareness talk on sexual harassment and a workshop on self- protection techniques in line with the Annual Gender Sensitization Plan. After a thorough discussion it was concluded that committee members will deliver the talk on awareness of sexual harassment and Mr. Sourabh Chiploonkar, faculty of humanities, Karate Black belt to demonstrate the self defense Techniques.

The committee members were given the errand of finalizing the date for organizing these events. The members brought to the notice of the chairperson that the faculty members should be prepared in counseling techniques and henceforth chose to hold a session on that.

It was likewise decided to celebrate international women's day and to choose the resource person depending on the theme released worldwide for the celebration.

Suggestion/ Complaint drop box:

The Chairperson concluded that this academic year Ms. Jyothi G.N will be responsible of checking the suggestion/ complaint drop box every Saturdays and report to the committee if any complaints/suggestion found.

Meeting II:

The Second meeting of the Internal Complaints Committee for the Academic year 2018-19 was held on 25/05/2019 at 12:30 pm to 01:30 pm at Conference Hall-II

Agenda:

1. Review of activities conducted
2. Any complaints registered.

Review of activities conducted:

Three programs and a contest on legal rights of women were conducted by the committee for this academic year. The students appreciated the programs conducted. The students also appreciated the workshop on self-defense techniques and communicated that rehearsing the learned self-defense Techniques is the need of the hour. The session on student mentoring and guidance was organized. International women's day was celebrated with a talk on women Empowerment by Dr. Shree Devi Bhat.

Any complaints registered:

There were no cases accounted for this academic year. The Committee has well-developed guidelines and norms for a policy to maintain zero tolerance towards inappropriate behavior. The committee members expressed satisfaction in spreading awareness among the female staff and students and chose to keep arranging such awareness programs and campaigns for to support all individuals from the Institute.

Activities Conducted in 2018-19:

Date	Activity	Speaker /Trainer
9-10-2018	Awareness Talk on Sexual Harassment	Dr. C. R. Rajeshkhar, Viceprincipal, MITE. Dr. Asha Crasta, MITE
20-12-2018	Competition on Legal rights for women	
20-02-2019	Training on self defense Techniques	Mr. Sourabh Chiploonkar, Black belt ,Karate
22-02-2019	Lecture on Student guidance and Mentoring	Dr. Suphala Kotian, External Counselor, MITE
8-03-2019	Women's Day celebration at MITE	Dr. Shreedevi R Bhat, Secretary, Ayush Fedaration of India , Dakshina Kannada.

Awareness Talk on Sexual Harassment

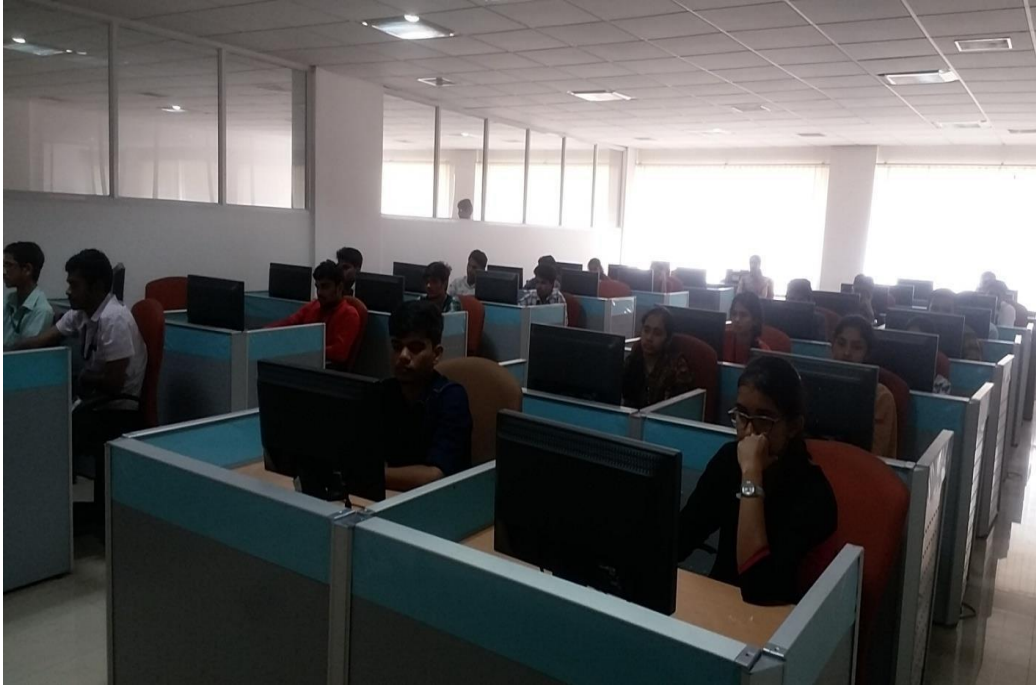


Dr. C. R. Rajashekhar addressing students on Prevention of Sexual Harassment at Campus

An awareness talk on Prevention of Sexual Harassment at Campus for students was organized on 9th October 2018 by the Internal Complaints committee. This awareness workshop was organized for students who have joined the institute in the academic year 2018-19. The objectives of the workshop were to sensitize the students against sexual harassment at the workplace and campus and make them fully conversant with the policies and procedures laid down at the Institute.

Dr. Asha Crasta, Chairperson of the committee addressed the female students and Dr. C. R. Rajashekhar, vice-principal, MITE, addressed the male students. Both the speakers gave examples of 'Myths and Facts' regarding sexual harassment towards women in our society. Students were explained about the procedures to follow if they face any such incidences and provided with the contact numbers of committee members to approach in this regard. The talk was attended by 400 participants.

Competition on Legal rights for women



Students participating in online Competition on Legal rights for women

The National Commission for women, an apex statutory body provides support, legal or otherwise, and monitors proper implementation of all legislation to protect the rights of the women to enable them to achieve quality in all spheres of life and equal participation in National development. With a view to disseminate information on Constitutional and Legal rights/entitlements of women the national commission for women decided to conduct a National wide competition and instructed the universities to conduct the same through the letter with reference number VTU/BGM/ICC/2018-19/7896. In this regard, an online competition was conducted on '**Legal Rights of Women**' sponsored by the National Commission for Women on 20-12-2018 at Mangalore Institute of Technology and Engineering. 91 students participated in this competition from various departments.

Training on self defense Techniques



Mr. Sourabh R C training the students on self defense Techniques

The training on Self Defense techniques was conducted on 20.02.2019 by ICC/ Women cell in association with the Department of MBA. The resource person for this training was Mr. Sourabh R. Chiploonkar. He demonstrated the techniques of dealing with throws and falls, locks to all directions and angles. He also taught how to defend all armed and unarmed attacks and releases for all sorts of grabs and holds. The training was attended by female students and faculty members of the Institute.

Lecture on Student Guidance and Mentoring

A session on Student guidance and mentoring was conducted on 22-02-2019 with an objective to enhance basic mentoring skills of the faculty. These skills could enable them to identify the underlying problems of students, use the right technique to analyze and tackle day-to-day issues faced in their lives.



Dr Suphala Kotian conducting a session on Student Guidance and Mentoring

Dr Suphala Kotian, founder of Nirel Charitable Trust, the External counselor of MITE, introduced mentoring, its profound meaning, the need and its relevance. She said, Mentoring should be like a talk to a mind - thoughts emanating from the minds of a mentor enlightening a student's mind.

She added, "Counseling is nothing but allowing a student to ventilate so that students arrive at the right decision after evaluating various alternatives. She also highlighted that confidentiality between a mentor and mentee is very important. The student will lose his trust if the mentor discusses the issues of the mentee with his/her colleagues. Dr. Suphala concluded the session with a great message "Be to Yourself, Be a role model and give quality time to your students". The talk was attended by 150 faculty members.

Women's Day celebration at MITE



Dr. Shreedevi R Bhat addressing the gathering at International Women's Day

Our Institution celebrated International Women's Day on 8th March 2019 with a talk on women empowerment by Dr. Shreedevi R Bhat. In her talk, the resource person emphasized that Women's empowerment equips and allows women to make life-determining decisions through the different problems in society. They may have the opportunity to redefine gender roles or other such roles, which in turn may allow them more freedom to pursue desired goals.

Believe more in yourselves; don't give up on your dreams and ambitions even though someone might find them too daring; never let anyone tell you what you are and aren't capable of; be your own trailblazer says, Dr. Bhat. She also indicated that the world is changing rapidly and this change has opened doors for women to fully participate in social, economic, and political life. The talk was attended by both faculty and students.