



Mangalore Institute of Technology & Engineering

(An ISO 9001:2015 Certified Institution)

(A Unit of Rajalaxmi Education Trust)

BadagaMijar, Moodabidri-574225

INTERNAL COMPLAINTS COMMITTEE

2020-21



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The Members of the Internal Complaints Committee for the academic year 2020-21:

Role	Name	Designation
Chair person	Dr. Asha Crasta	Associate Prof., Dept. of Mathematics
Members	Dr. Divakara S Shetty	Dean of Academics, 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



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Proceedings of the Internal Complaint Committee meetings

Meeting I

The first meeting of the Internal Complaint Committee for the academic year 2020-21 was held on 12-10-2020 at 2.30 pm virtually through google meet platform.

Agenda:

1. Review of the closing report of the academic year 2019-20.
2. Dissemination of information of Internal Complaint 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

Review of the Closing report of the academic year 2019-20:

The Chairperson addressed the members and expressed satisfaction that no cases were reported in the previous academic year. The committee members were satisfied with the efforts taken to achieve the same and decided to continue to put in more effort to ensure a harassment-free environment for all those who are studying or working in the institute for the following year.

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

The chairperson requested the members to check the posters displayed on the notice boards regarding creating awareness about gender sensitization and sexual Harassment at the campus are intact or not. In case the notices are disfigured or discolored it has to be replaced by the new ones. It was decided to upload the new committee members list on the website so that all students can easily access the details of the committee members in case of need.



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To create awareness about gender equality:

It was decided to send a circular to all HoD's and chief wardens asking them to maintain equal representations of male and female in all leadership, curricular and co-curricular activities in their respective departments to uphold gender equity. Further, HoD's to instruct faculty members to create an environment of equality and respect in the classroom, campus by making boys and girls share responsibilities and work together to complete tasks or solve problems. In case of any cases of sexual harassment reported or observed 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:

Keeping the pandemic into account it was decided to wait for the students to come to campus to conduct talks in line with the Annual Gender Sensitization Plan. Further if the lockdown is not taken away, it was decided to conduct programs virtually depending on the start of the academic year. It was also decided to celebrate international women's day virtually and to decide upon the resource person depending on the topic released worldwide for the celebration.



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Meeting II:

The Second meeting of the Internal Complaint Committee for the Academic year 2020-21 was held virtually on 27/08/2021 at 12:40 pm to 01:30 pm .

Agenda :

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

Review of activities conducted:

Due to the delay in the academic start during the pandemic, programs could not be conducted and only International Women's day was celebrated virtually . A talk on "Women in leadership: Achieving an equal future in the COVID-19 world", was organized on International women's day with Mrs. Sarita Santhosh as the resource person.

Any complaints registered:

There were no cases were reported for this academic year. The committee members expressed satisfaction and decided to continue to put in more effort to ensure a harassment-free environment for all the stakeholders for the following year.

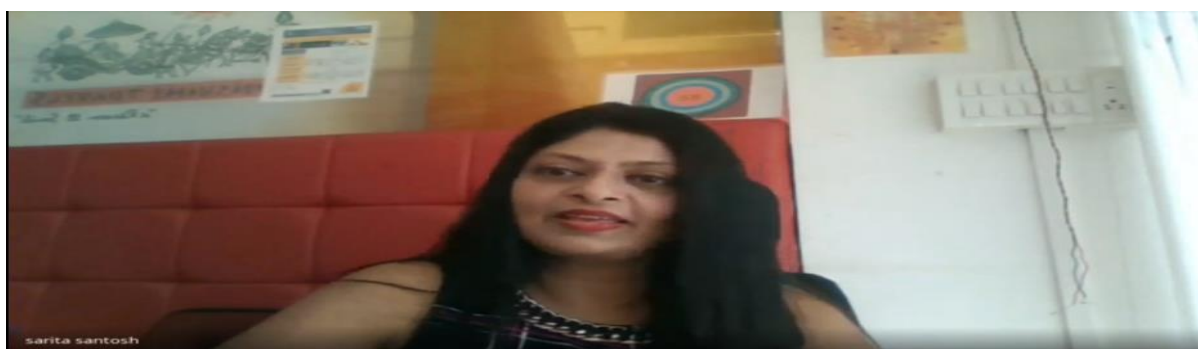
Activities Conducted in 2020-21:

Date	Activity	Speaker
28-11-2021	International Women's day	Mrs. Sarita Santhosh, CEO Sunshine Enterprises, Member of POWER

International Women's Day Celebration

March 8 is celebrated as the International Women's Day across the world. The day commends the social, monetary, and political accomplishments of women from various backgrounds, while featuring the everyday issues they face in the professional environment.

The current year's theme for the International Day is "Women in leadership: Achieving an equal future in the COVID-19 world", commends the huge endeavours by women and young ladies around the globe in moulding a more equivalent future and recuperation from the pandemic.



Mrs. Sarita Santhosh sharing her views on leadership qualities in women

Women remain at the cutting edges of the COVID-19 crisis, as health care workers, caregivers, innovators, local area coordinators, and as probably the most excellent and powerful public pioneers in fighting the pandemic. The emergency has featured both the centrality of their commitments and the lopsided burden that women convey. To mark this

day of celebration, The Women Cell of MITE facilitated a talk on “Women in Leadership” by Mrs. Sarita Santhosh on March 24th, 2021 at 3.30 PM. Mrs Saritha Santhosh says, The Leadership is a natural process, we need to try and improve ourselves daily on the process of becoming a good leader. If you want to be a leader you need to be responsible for your actions and it's not about roles and responsibility, it's about justice we give to the roles that we undertake and the responsibilities of the role.



Students attending the talk on Women in Leadership by Mrs. Sarita Santhosh

The speaker stressed the need to honor ones word and keep goals in life. We need to be an inspiration to the society. Women's are incredible influencers, and the far-reaching benefits of diversity and gender parity in leadership and decision-making progressively perceived on the whole circles. She also shared her experiences as a leader during COVID-19 helping herself in sharpening her knowledge to develop her leadership qualities during the crisis.

We had 146 participants and a few faculty members attending the talk. The talk indeed paved the way for the celebration of International women's day intact with the theme of the year. The talk winded up by a vibe that today's women are no less in any lofty performance round the world. The audience asked a few questions on how one can develop their leadership qualities and indulge in their life.