



MILAGRES COLLEGE KALLIANPUR -576114

Phone: 0820-2580235, Fax: 2583268

Email ID: milagrescollege@gmail.com

Website: <http://milagrescollegekallianpur.edu.in>

2016-17

3

Time :- 1.00 p.m

Date: 13-04-2017

A meeting was held in dean office on 13-04-2017 at 1.00 p.m. The Convenor welcomed all the members to the meeting. All the committee members were present for the meeting. All the points of Ragging Act as per UGC was read to all the members present and asked them to note and report if any.

Agenda:-

- * Agenda of the meeting was to discuss the measure being taken to prevent ragging in the college, to enforce protocols, steps to safeguard newly admitted students.
- * The details of anti ragging Mission to be published in the prospectus and should contain instructions and warning of prohibiting ragging.

Conclusion:-

All the members were satisfied with the discussion that there was no complaints regarding ragging were reported in this academic year.

Signatures of the committee members:-

1. Mr. Subrahmanya Joshi
2. Mrs. Sophia Dias
3. Mr. Cyril Mathias

[Signature]
Dean
Kallianpur

Time :- 4:00 p.m.

Date :- 10-06-2017

A meeting was held in Dean office on 10-06-2017 at 4:00 p.m. The Convener welcomed all the members to the meeting. All the committee members were present for the meeting. All the points of Ragging Act as per V.C. was read to all the members present and asked them to note and report if any.

Agenda:-

* Issuing of statutory affidavit to be signed by all students in accordance with the V.C. Regulations on Curbing the Menace of Ragging in Higher Educational Institutions.

Conclusion:-

All the committee members were agreed for the same and meeting ended with vote of thanks.

Signatures of Committee members

1. Mr. Subramanya Joshi
2. Mrs. Sophia Dal
3. Mr. Cyril Mathias

E.H.
Dai
anwarthai

Time :- 1.00 p.m.

Date :- 01/04/2019

A meeting was held in Dean's office on 01-04-2019 at 1.00 p.m. The Convener welcomed all the members to the meeting. All the committee members were present for the meeting. All the points of Ragging Act as per U.C. were read to all the members present and asked them to note and report if any.

Agenda:-

* Fixing the responsibilities to the staff members to keep a check on students pertaining to ragging.

Conclusion:-

All the committee members ~~agreed~~ agreed for the same and were happy with the decision.

Signatures of the committee members

1. Mr. Melwin C. Rago
2. Mrs. Sophia Dias
3. Mrs. Reshma
4. Mr. Nagaraj

[Signature]
[Signature]
[Signature]

Time : 1.00 p.m

Date:- 6-7-19

A meeting was held in dean office on at 1.00 p.m. The Convener welcomed all the members to the meeting. All the committee members were present for the meeting. All the points of Ragging Act as per UBC was read to all the members present and asked them to note and report if any

Agenda:-

Fixing the responsibilities to the staff members to keep a check on students pertaining to ragging

Conclusion:-

All the committee members agreed for the same and were happy with the decision

Signature of the committee members

Prof. Melvin C. Rego

Prof. Sophia Dias

Mrs. Reshma

Mr. Nagaraj

[Signature]

[Signature]

[Signature]

2020-21

Minutes of the Meeting.

The Anti Ragging Committee constituted by the principal met on 5.1.2021 in the Audio Visual hall of the college to review and strengthen the measures to curb the menace of Ragging in the institution, for the Academic Year 2020-21.

Members Present.

1. Dr. Vincent Alva - Principal *Alva*
2. Prof. Sophia Dias - Convener *Dias*
3. Dr. Jayaram Shettiger - IQAC Coordinator *Shettiger*
4. Rev. Fr. Dr. Anil Prakash Castilho - Member *Castilho*
5. Prof. Shalet Mathias - Member *Mathias*
6. Dr. Surekha Bhat - Member *Bhat*
7. Prof. Chandrika - Member *Chandrika*
8. Prof. Karthik Nayak - Member *Nayak*
9. Prof. Pradeep Moran - Member *Moran*

Agenda of the Meeting

1. Introduction of Committee members.
2. Confirmation of the minutes of the last meeting.
3. Complaints on Ragging issues if any.
4. Measures to monitor and prevent ragging.
5. Any other matter.

The principal introduced and welcomed the new Committee members.

The Convener read out the minutes of the last meeting and it was confirmed by the Committee members.

It was reported that because of constant supervision there were no ragging issues in the campus. The principal thanked

all the members for initiating strict measures.

All the prints of Ragging Act, as per VCE was read to all the members present and asked them to note & report if any

It was decided that principal will address the senior and Junior students to make aware of the dehumanise effect of ragging and its repercussions.

The committee members were requested to maintain strict vigilance and arrange awareness campaign during the admission sessions against the menace of ragging.

The meeting was ended with a Vote of Thanks by the Convener.

[Signature]
Convener

[Signature]
Principal

ANTI-RAGGING CELL

Milagres College, Kallianpur has been following a 'Zero tolerance' policy against ragging since its commencement. The College believes in fostering a harmonious relationship amongst its students and strictly condemns ragging. Each student of the College and his/her parents or Guardian are hereby required to submit separate undertakings in the form of an affidavit at the time admission/ registration, in the format prescribed by UGC which is mandatory for admission/ registration.

Definition of Ragging as per UGC Regulations, 2009:

"Ragging constitutes one or more of any of the following acts:

1. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
2. Indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
3. 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, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
4. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or fresher;
5. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
6. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
7. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
8. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfort to fresher or any other student;

9. Any act that affects the mental health and self-confidence of a fresher or 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 fresher or any other student. "

OBJECTIVES OF ANTI RAGGING COMMITTEE

Anti-Ragging Committee will be the supervisory and advisory committee in preserving a Culture of Ragging Free Environment in the college Campus. The main objectives of this cell are as follows:

1. To create awareness among the students of dehumanizing effect of ragging.
2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence.
3. To promptly and stringently deal with the incidents of ragging brought to our notice.
4. To generate an atmosphere of discipline by sending a clear message that no act of ragging shall be tolerated and any act of ragging shall not go unnoticed and unpunished.

PUNISHMENT TO THOSE FOUND GUILTY

Any student or group of students found guilty of ragging in the campus or even outside the campus shall be liable to one or more of the following punishments

1. Debarring from appearing in any sessional test / University Examination
2. Suspension from attending classes and academic privileges
3. Withdrawing scholarships and other benefits
4. Suspension from the college
5. Cancellation of the admission
6. Withholding the results.

ANTI RAGGING COMMITTEE

NAME	POSITION	MOBILE NUMBER
Dr. Vincent Alva	Principal	9845526695
Prof. Sophia Dias , Head of Languages	Convenor	9448621275
Dr. Jayaram Shettigar, Head of Humanities	IQAC Coordinator	9448857435
Rev. Fr. Dr. Anil Prakash Castelino Head of Chemistry	Member	9480064767
Prof. Shalet Mathias Head of Commerce	Member	9880358450
Dr. Surekha Bhat, Head of Science	Member	9743492881
Prof. Chandrika, SWC Director	Member	9964280132
Prof. Karthik Nayak SWC Director	Member	8970098989
Prof. Pradeep Moras Department of Commerce	Member	8105878632



MILAGRES COLLEGE KALLIANPUR -576114

Phone: 0820-2580235, Fax: 2583268

Email ID: milagrescollege@gmail.com

Website: <http://milagrescollegekallianpur.edu.in>

2016-17

Date / / 20

Grievance Redressal Cell

First Meeting of the Cell of Kallianpur

The meeting of Grievance Redressal Cell was held on 05/08/2016 at 3:30 P.m. in the Audio-visual hall.

Members Present:

1. Dr Gerald Pinto
2. Mr Subramanya Joshi
3. Dr Jayaram Shettigar
4. Dr Herald Ivan Morris
5. Mrs Annamma
6. Ms Rosalia Cardoza
7. Ms Michelle

Principal *[Signature]*
Convener *[Signature]*
Member *[Signature]*
Member *[Signature]*
Member *[Signature]*
Student Representative
Student Representative

Agenda

1. Formation of Grievance Redressal Cell
2. Responsibility of the Committee members.
3. Redressal of the Grievances.
4. Any other matter.

The Convener of the Cell welcomed the members of the Committee.

The responsibility of the members were discussed in the meeting and Principal explained how to go about and continue the Committee. He also discussed about the formation of the Committee.

It was also discussed that the complaints should be discussed and documented in the book and should be solved within the stipulated days.

FI-2108

Principal asked the Committee members and Convener to solve the issues as early as possible.

The meeting concluded by proposing the vote of thanks to all.

Members Present:

1. Dr. Gerald Pinto

2. Mr. Subramanya Joshi

3. Dr. Jayram Shetty

4. Dr. Herald Iron Morris

5. Mrs. Annamma

6. Ms. Rosalia Cardosa

7. Ms. Michelle

Agenda:

1. Formation of Grievance Redressal Cell

2. Responsibility of the Committee members

3. Redressal of the Grievances

4. Any other matter

The Convener of the Cell welcomed the members of the Committee.

The responsibility of the members was explained

in the meeting and Principal explained how to

go about and form the Committee

It was also discussed about the formation of the

Committee.

It was also discussed that the complaints

should be discussed and documented in the

book and should be solved within the

stipulated time.

Date / / 20

Grievance Redressal Cell

Second Meeting

The meeting of the Grievance Redressal Cell was held on 27/03/2017 at 3.30 p.m. in the Audio-visual hall.

Members Present:

1. Dr. Gerald Pinto

2. Mr. Subramanya Joshi

3. Dr. Jayram Shetty

4. Dr. Herald Iron Morris

5. Mrs. Annamma

6. Ms. Rosalia Cardosa

7. Ms. Michelle

Principal *[Signature]*

Convener *[Signature]*

Member *[Signature]*

Member *[Signature]*

Member *[Signature]*

Student Representative

4

Agenda:

1. Maintenance of lights & fans

2. Any other matter

Minutes:

The defective tubelights in room no 202 & 203 were replaced.

Action Taken Report:

The defective tubelights & fans were replaced with new ones.

Grievance Redressal Cell First Meeting

The meeting of the grievance redressal was held on 7-08-2017 at 2.00 p.m with the members of committee at ~~Prin~~ Principal's office.

Members Present:-

Agenda:-

1. Formation of grievance redressal cell.
2. Responsibilities of the committee members
3. Redressal of the grievance.
4. Any other matters

2017-18

Date / / 20

Grievance Redressal Cell

First Meeting

The meeting of grievance Redressal Cell was held on 11/08/2017 at 3.30 p.m in the Audio Visual hall.

Members present:-

- | | |
|-------------------------|------------------------|
| 1. Dr Vincent Alva | Principal <u>VM</u> |
| 2. Mr Subramanya Joshi | Convener <u>EIL</u> |
| 3. Dr Herald Tron moris | Member <u>VM</u> |
| 4. Mrs Annama | Member <u>VM</u> |
| 5. Prinslie Lewis | Student-representative |
| 6. Vinita Crasta | " |

Agenda:-

1. Formation of Grievance Redressal Cell
2. Responsibility of the Committee members
3. Any other matter

Minutes :

1. The responsibility of the members were discussed in the meeting and the Convener explained how to go about and Continue the Committee.
2. It was also discussed that the Complaints should be discussed and documented in the book and should be solved within the stipulated days.
3. Principal asked the committee members and Convener to solve the issues as early as possible.

Grievance Redressal Cell.

Second meeting of the year

The meeting of the grievance redressal Cell was held on 11/01/2018 at 3.30 p.m in the audio-visual hall.

Members present:-

- | | |
|--------------------------|------------------------|
| 1. Dr Vincent Alva | Principal |
| 2. Mr Subramanya Joshi | Convener |
| 3. Dr Herald Tron Morris | Member |
| 4. Mrs Annama | Member |
| 5. Prinsile Lewis | Student representative |
| 6. Vinita Chasta | Student representative |

Agenda:-

1. Availability of First aid kit for sports Students.
2. Any other matter.

Minutes:-

1. The Students represented about the non availability of first aid kit for the sports persons. The Committee members assured to look into the matter.

Action taken Report:-

1. First aid kit was made available with Physical Education Director in the Physical Education Department.

Grievance Redressal Cell

First meeting

The meeting of Grievance Redressal Cell was held on 10-08-2018 at 3.30 p.m in the Audio-visual hall.

Members Present-

- | | |
|-------------------------------|------------------------|
| 1. Dr. Vincent Alva | Principal |
| 2. Mr. Joseph Peter Fernandes | Convenor |
| 3. Dr. Jayaram Shetligar | Member |
| 4. Dr. Herald Juan Moris | Member |
| 5. Mrs. Annamma | Member |
| 6. Mr. Bajwal U | Student Representative |
| 7. Mr. Luckman Hakim | Student Representative |

Agenda

1. Formation of Grievance Redressal Cell
2. Responsibilities of the Committee members
3. Redressal of the Grievances
4. Any other matter

The Convenor of the Cell welcomed the members of the committee.

The responsibilities of the members were discussed in the meeting and Principal explained how to go about & continue the committee.

He also discussed about the formation of the committee.

It was also discussed that the complaints should be discussed and documented in the book and should be solved within the stipulated days.

Principal asked the committee members and convenor to solve the issues as early as possible.

The meeting concluded by proposing the vote of thanks.

Grievance Redressal Cell Second meeting

The meeting of the grievance redressal cell was held on 29-03-2019 at 3.30 pm with the members of committee at Principal's office. The following grievances raised by the students were discussed and the committee ensured that the grievances will be redressed and sorted out within a week.

Members Present

1. Dr. Vincent Alva
2. Mr. Joseph Peter Fernandes
3. Dr. Jayaram Shettigar
4. Dr. Gerald Tean Mani
5. Mrs. Annamma
6. Mr. Rajwal U
7. Mr. Sukuman Hakim

Principal
Convenor
Member
Member

Student Representative
Student Representative

Agenda:

1. Hygiene in Rest-Room.
2. Replacement of furniture.

Minutes:

1. It was discussed to instal Incinerator Machine in the rest room.
2. Request was made to provide new benches & desks in the room and classroom.

Action Taken Report:-

Two Sanitary Napkin Incinerator Machines were installed in the ladies room.

In complaints with the students
request benches & desk were replaced.

Grievance Redressal Cell First meeting

The meeting of Grievance Redressal Cell
was held on 02-08-2019 at 3:30 p.m.
in the Audio-visual hall.

Members Present:-

- | | |
|-------------------------------|------------------------|
| 1. Dr. Vincent Alva | Principal |
| 2. Mr. Joseph Peter Fernandes | Convener |
| 3. Dr. Jayaram Shettigar | Member |
| 4. Dr. Harold Juan Monis | Member |
| 5. Mrs. Chandrika | Member |
| 6. Mr. Sherwin | Student Representative |
| 7. Ms. Surakshitha | Student Representative |

Agenda

1. Formation of Grievance Redressal cell
2. Responsibilities of the Committee members
3. Redressal of the Grievances
4. Any other matter

The Convener of the cell welcomed the members of the committee.

The responsibilities of the members were discussed in the meeting & principal explained how to go about & continue the committee.

He also discussed about the formation of the committee.

It was also discussed that the complaints should be discussed & documented in the book & should be solved within the stipulated days.

Principal asked the committee members and convenor to solve the issue as early as possible.

The meeting concluded by proposing the vote of thanks.

Grievance Redressal Cell Second meeting

The meeting of the student grievance redressal committee was held on 02-03-2020 at 3.30 p.m. with the members of committee at Principal's office. The following grievances raised by the students were discussed & the committee ensured that the grievances will be redressed and sorted out within a week.

Members Present-

- | | |
|-------------------------------|------------------------|
| 1. Dr. Vincent Alva | Principal |
| 2. Mr. Joseph Peter Fernandez | Convenor |
| 3. Dr. Jayaram Shettigar | Member |
| 4. Dr. Harold Juan Monis | Member |
| 5. Mrs. Chandrika | Member |
| 6. Mr. Sherwin | Student Representative |
| 7. Ms. Surakshita | Student Representative |

Agenda:-

1. Standardization of food in ladies hostel
2. Requirement of water cooler
3. Open book access in library

Minutes:-

1. It was decided to provide nutritious food to the hostel students.
2. It was decided to install water cooler.
3. All the committee members assured to make necessary arrangements for the open book access in the library.

Action Taken Report

Menu was set in accordance to the needs of the students

Water cooler was made available in the hostel

Required changes were made pertaining to open book access

The meeting of the Students Grievance Redressal Cell for the year 2020-21 was held on 10-1-2021 at 3.30 p.m. in the Audio Visual Hall of the College under the chairmanship of the principal.

Members Present:

Dr. Vincent Alva	Principal	<i>Dr</i>
Prof. Sophia Dias	Convener	<i>Dias</i>
Dr. Jayaram Shetigar	IQAC Coordinator	<i>Jayaram</i>
Rev Fr. Dr. Anil Prakash Castelino	Member	<i>Castelino</i>
Prof. Shylit Mathias	Member	<i>Mathias</i>
Dr. Surukhe Bhat	Member	<i>Bhat</i>
Prof. Chandrika	Member	<i>Chandrika</i>
Prof. Karthik Nayak	Member	<i>Nayak</i>
Prof. Pradup Maras	Member	<i>Maras</i>
Miss Kajal Suvarna	Student Representative	<i>Suvarna</i>
Mr. Aditya Pai	Student Representative	<i>Pai</i>

Agenda :-

1. Confirmation of the meeting.
2. Responsibilities of the committee members.
3. Grievances if any.
4. Any other matter.

Principal welcomed all the members and appreciated the work done by the previous committee. The convener read out the minutes of the previous meeting and it was confirmed.

The Convener read out the objections of the students grievance Redressal cell to the new members.

It was decided to ensure the daily checking of complaint box installed in the college premises.

It was decided to display the Student Grievance Redressal Cell Committee for the year 2020-21 in prominent places.

The meeting was concluded by proposing the Vote of Thanks.

Dial Convener Principle Principal

STUDENTS GRIEVANCE REDRESSAL CELL

As suggested by University Grants Commission, Milagres College has established a Students Grievance Redressal Cell, to provide a mechanism for redressal of students' grievances. Milagres Grievance Redressal Cell looks into the complaints lodged by the students and judges the complaint on its merit. The cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the cell members in person or may drop the grievances in writing at the suggestion box of the Grievance Cell. Grievance may also be sent through Email to the Convenor. The grievance procedure is a machinery to sort out the issues between student and college. It is a means by which a student who believe that, he / she has been treated unfairly with respect to his / her academic / administrative affairs or is convinced to be discriminated is redressed. It is a device to settle a problem. It enables to express feelings by initiating and pursuing the grievance procedure in accordance with the rules and regulations of the college. 'Student's Grievance Redressal Cell' enquires and analyses the nature and pattern of the grievances in a strictly confidential manner. Matters are disclosed to only those, who have a legitimate role in resolving the matter. Emphasis on procedural fairness has been given with a view to "the right to be heard and right to be treated without bias".

OBJECTIVES: The objectives of the Grievance Cell is to develop a responsive and accountable attitude among all the stake holders in order to maintain a harmonious educational atmosphere in the institution.

- To uphold the dignity of the College by ensuring strife free atmosphere in the college through promoting cordial student-student and student-teacher relationship etc.
- To provide a mechanism to students of the college to air out their grievances and to provide redressal for the same so that they have smooth tenure at the college from the day of admission to their graduation.
- To encourage students to express their grievances/problems freely and frankly without any fear of being victimized.
- To advise the 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.
- To advise the students to refrain from inciting students against other students, teachers and college administration.
- To advise all staff to be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.

- Suggestion/complaint Box is installed in front of the Student's Grievance Redressal Cell' 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.

SCOPE :

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, hostels etc.
- Other Matters: Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

PROCEDURE FOR LODGING COMPLAINTS :

- The students may feel free to put up a grievance in writing/or in the format available in the office and drop it in boxes.
- Grievance may also be sent through Email to the Convenor. mcksgrc@gmail.com
- 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.

STUDENTS GRIEVANCE REDRESSAL CELL COMMITTEE

NAME	POSITION
Dr. Vincent Alva	Principal
Prof. Sophia Dias , Head of Languages	Convenor
Dr. Jayaram Shettigar, Head of Humanities	IQAC Coordinator
Rev. Fr. Dr. Anil Prakash Castelino Head of Chemistry	Member
Prof. Shalet Mathias Head of Commerce	Member
Dr. Surekha Bhat, Head of Science	Member

Prof. Chandrika, SWC Director	Member
Prof. Karthik Nayak SWC Director	Member
Prof. Pradeep Moras Department of Commerce	Member

Contact Person:

Smt. Sophia Dias
 Assoc. Prof. and Head of Languages
 Milagres College,
 Kallianpur
 Phone: M: 9448621275
 Email: mcksgrc@gmail.com