



MINUTES OF THE MEETING

Committee Name: WOMAN'S GRIEVANCE REDRESSAL COMMITTEE

REF. NO.: (SIT/Short Committee Name/ Session/Memo No.) SIT/WGRC/2021-2022/03

Meeting Date: 21.06.22

Meeting Time: 1.30PM

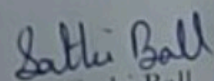
Meeting Venue: 206 at Library Building, 2<sup>nd</sup> floor, SIT

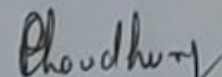
Meeting Facilitator: Chairperson

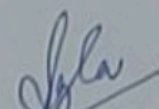
Minutes Issued By: Joint Coordinator

Meeting Purpose/Agendas: Semester end (EVEN) Report 2021-22

- i. Member Present: 5
- ii. Member Absent: NIL
- iii. Approval of last Minutes of the Meeting (MoM): The house approved the last MOM.
- iv. Key Discussion Points on present agendas: It was found that for the period February-June 2022 (Due to COVID'19 outbreak the duration of semester change February'22-June'22) no complaint has been lodged to the committee.

  
Ms. Sathi Ball  
Asst. Prof., IT  
Jt. Coordinator, WGRC

  
Ms. Paramita Chowdhury  
Asst. Prof., MBA  
Jt. Coordinator, WGRC

  
Ms. Santana Guha  
Asst. Prof., MBA  
Chairperson, WGRC



**Signature Roll of the Meeting**

Committee Name: **WOMAN'S GRIEVANCE REDRESSAL COMMITTEE**

REF. NO.:SIT/WGRC/2022/03

Meeting Date: 21/06/22; Meeting Time:1.30 PM

Meeting Venue: : Room no:206, Library Building, 2<sup>nd</sup> Floor, SIT

SL. NO.	NAME OF THE MEMBER (as per committee list)	POSITION IN THE COMMITTEE	MEMBER DESIGNATION	FULL SIGNATURE
1	Paramita Chowdhury	Jt. Coordinator	Asstt. Prof.	Paramita Chowdhury
2	Sathi Ball	Jt. Coordinator	Asstt. Prof.	Sathi Ball
3	Rajeeb Chetri	Member	Asstt. Prof.	Rajeeb Chetri
4	Sujit Chatterjee	Member	Admin	Sujit Chatterjee
5	Archita Ganguly	Member	T.A	

Chair-Person Full Signature:

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Sathi Ball <sathiball@gmail.com>

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**Call for Meeting of WGRC on 21.06.2022**

1 message

Sathi Ball <sathiball@gmail.com>

Fri, Jun 17, 2022 at 2:09 PM

To: santana guha <santanaguha@gmail.com>, chetri\_rajeev@rediffmail.com, architanguly.slg@gmail.com, pchoudhury10@gmail.com, hr@sittechno.org, sathi ball <sathiball@gmail.com>

**Notice-Call for Meeting**

**Committee Name: WOMEN'S GRIEVANCE REDRESSAL COMMITTEE**

REF. NO.: SIT/WGRC/2022/03

Meeting Date: 21.06.2022

Meeting Time: 01:30 PM

Meeting Venue: 206 at Library Building, 2<sup>nd</sup> floor, SIT

Meeting Agendas: Semester end (EVEN) Report 2021-22

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Sathi Ball

Assistant Professor,

Department of IT,

Siliguri Institute of Technology,

(A Unit of Techno India Group)



## NOTICE

Ref. no. ADMIN/2020/03/115

Date: 24/09/2020

This is to inform all concerned that the **WOMAN GRIEVANCE REDRESSAL COMMITTEE** has been constituted with effect from 01.10.2020 for carrying out all the related activities of the Institute.

This is to inform all concerned that as per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievance in Technical Institution) Regulation, 2016 a **Women's Grievance Redressal Committee** has been formed for the forthcoming academic session.

The following will be the constitution and guidelines of the Committee.

### Members:

SN.	MEMBERS' NAME	MEMBER'S DESIGNATION	POSITION IN THE COMMITTEE
1	Ms. Santana Guha	Assistant Professor, MBA	Chairperson
2	Dr. P K Advaryyu	Director	Advisory Member
3	Mr. Joydeep Guha	Administrator	Advisory Member
4	Dr. Jayanta Dutta	Assistant Professor, HoD DESH	Advisory Member
5	Mr. Anupam Mukherjee	Assistant Professor, HoD CSE	Advisory Member
6	Mr. Debaditya Kundu	Assistant Professor, HoD IT	Advisory Member
7	Mr. Debajyoti Misra	Assistant Professor, HoD ECE	Advisory Member
8	Mrs. Shrabani Pal	Assistant Professor, HoD EE	Advisory Member
9	Mr. Mahadeb Das	Assistant Professor, HoD CE	Advisory Member
10	Dr. Shuvendu Dey	Assistant Professor, HoD MBA	Advisory Member
11	Mrs. Sathi Ball	Assistant Professor, IT	Joint Coordinator
12	Mrs. Paramita Choudhury	Assistant Professor MBA	Joint Coordinator
13	Rajeeb Chetri	Assistant Professor MBA	Member
14	Dr. Mnajima Bhattacharya	Assistant Professor MBA	Member
15	Archita Ganguly	Technical Assistant	Member
16	Sujit Chatterjee	HR	Member
17	Mr. Sudipta Sen	Advocate	Member
18	Mrs. Shysmashree Choudhury	NGO representative	Member

### Roles & Responsibilities:

1. To publicize the existence of the committee as nodal point of reporting of any sexual harassment of girls students, lady staff and faculty members.
2. Organizing awareness programmes, inviting speakers from outside.

