#### **Proctorial Board**

## Objective:

• To maintain discipline and formation of mentor-mentee groups by the Chief Tutor with faculty Tutor Incharge.

To settle any grievances raised by the students, teachers, and non-teaching staff of the college.

## Composition:

It comprises of various sub-committees to work for the achievement of its objectives namely Grievance Redressal Cell, Discipline committee and Anti-Ragging Cell. It consists of Chief Tutor along with Tutorial in charges of different streams (Conveners of sub-committees) and 6-7 other members.

#### **Functions:**

- To solve personal and psychological problems of the mentees using formal and informal ways of mentoring.
- To make arrangements for the regular meetings of TR's (Tutorial Representative), TRs can discuss their respective groups' problems with the Principal and appropriate actions to resolve the issue.

#### Grievance Redressal Cell

To maintain a record of the Grievances reported/ redressed.

#### **Discipline Committee**

- To maintain discipline in the college campus by the staff members during their Proctorial Duty's fixed schedule.
- In case of indiscipline, disciplinary action may be recommended after a proper hearing and inquiry.

Dayanand Mahila Mahayidyalaya

## **Anti-Ragging Cell**

• To prevent-ragging and to keep a continuous watch and vigil over ragging

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Princi-ni Dayani 151 la Mahavidyala Kurukanona (Haryana)

# Internal Complaints Committee(Prevention of Sexual Harassment at workplace)

## Objective:

To prevent sexual harassment and keep a continuous watch and vigil as per Honourable Supreme Court of India under Prevention, Prohibition and Redressal Act, 2013.

# Composition:

It may consist of 4 to 5 members; one teaching staff from each stream and one female member from non-teaching staff.

#### **Functions:**

- To ensure the policy's implementation in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To create a secure physical and social environment to deter any act of sexual harassment.
- To promote a social and psychological environment to raise awareness on sexual harassment in its various forms.

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Dayanand Mahila Mahavidyalaya Kurukshetra

## **Anti-Ragging Cell**

## **Objectives:**

To prevent ragging and to keep a continuous watch and vigil over ragging as per directions of the Honorable Supreme Court of India as well as UGC

#### Composition:

It consists of 3 to 4 staff members, one of them is a convener, and the others are members, including one student representative (TR).

#### **Functions:**

- To ensure compliance with the Regulations' provisions issued by the Honorable Supreme Court of India and UGC.
- To ensure at the time of admission that every student must file a self-declaration form regarding non-indulgence in any ragging.
- To display posters per clause 6(a)(i) to curb ragging on the college campus.
- To perform patrolling functions by the college faculty during discipline duty as per a fine schedule.

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Principal Dayanand Mal IIa Mahavidyala Kuruksheira (Haryana) 1QAC Dayanand Mahila Mahavidyalaya Kurukshetra

# SC/ST/OBC Committee (Prevention of Caste Based Discrimination)

## Objective:

To support and empower the college's SC/ST/OBC students and bring students into the mainstream.

### Composition:

It consists of 2 to 3 members along with one convener.

#### **Functions:**

- To counsel and guide SC/ST students and help them to manage academic issues of the college effectively.
- To ensure protection and reservation as provided in the constitution of India.
- To establish a mechanism for the submission and redressal of online/offline grievances of students.
- To aware the SC/ST students regarding various scholarship programs of State Govt, and UGC.
- To take such follow-up measures to achieve the objectives and targets laid down by the Govt. of India and the UGC.
- To communicate with the students and motivate them for better future planning.

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# Counselling Cell

## Objective:

To provide a comfortable environment to discuss their problems regarding their academic, social, psychological and personal life.

#### **Composition:**

The faculty of Dept. of Psychology will work as counsellors.

#### **Functions:**

- To provide counseling to the students for the grievance submitted directly by the students or referred by the other committees.
- To develop self awareness, overcome anxiety and stress of the students.
- To create a comfortable atmosphere in the college by organizing regular interactive activities and motivational lectures for the welfare of the students.
- To provide a confidential atmosphere in which the students can explore any situation and discuss any concerns they may have.

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Dayanand Mahila Mahavidyalaya Kurukshetra