

No.: JSSU/REG/WCW/26/17-18/2024-25

Date: 29.04.2024

MEETING NOTICE

Sub: - Internal Complaints Committee (ICC) Meeting – Reg.

This is to inform you that the meeting of the Internal Complaints Committee (ICC) is scheduled to be held **on 07.05.2024 at 12.00 PM** in the Board Room, JSS AHER, Mysuru.

Agenda for the meeting:

- a) To present awareness and gender sensitization activities conducted for newly admitted students by constituent colleges and university departments.
- b) The Chairperson/Member Secretary of the committee of each constituent college / department is requested to present a brief overview (5 minutes) of the activities conducted last.
- c) Any other matter with the permission of the Chair.

Further, you are also requested to make it convenient to attend the meeting and to submit a fresh agenda / proposal if any to the undersigned on or before 03.05.2024.


REGISTRAR

To,

1. Dr. M N Suma, Vice Principal, JSS Medical College, Mysuru
2. Smt. Madhuri Tathachari, Managing Trustee, Bhramara Trust, Mysuru
3. Professor Shivananda Bharathi, JSS Law College, Mysuru
4. Dr. A.M. Mahalakshmi, Asst Dean, Bureau of Quality & Statistics, JSS Academy of Higher Education & Research, Mysore
5. Dr. Shilpa Palaksha, Asso. Professor, Dept., of Ph. Practice, JSCP, Mysuru
6. Dr. B Gowramma, Asst. Prof. Dept., of Pharmaceutical Chemistry, JSSCP, Ooty
7. Dr. N. Shalini, Assistant Professor, Department of Health System Management Studies, JSS Academy of Higher Education & Research, Mysuru.

JSS Academy of Higher Education & Research

(Deemed to be University)

Accredited "A++" Grade by NAAC



8. Dr. Ashwini.P, Associate Professor, Dept of Microbiology, JSS Academy of Higher Education & Research, Mysuru.
9. Smt. M S Kokila, Admin. Officer, JSS College of Pharmacy, Mysuru
10. Smt. S Sumithra, Computer Programmer, JSS Dental College & Hospital, Mysuru
11. Office copy

No.: JSSU/REG/WCW/26/17-18/2023-24/24-25

Date: 16.05.2024

Sub: - Minutes of the Internal Complaints Committee (ICC)
Meeting held on 07.05.2024 @ 12.00 PM in the
JSS AEHR Board Room, Mysuru - Reg.

Ref: - ICC Meeting Notice dt 29.04.2024

Members Present:

- | | |
|---|------------|
| 1. Dr. M N Suma, Vice Principal, JSS Medical College, Mysuru | → Chairman |
| 2. Prof. Shivananda Bharathi, JSS Law College, Mysuru | → Member |
| 3. Dr. B Gowramma, Asst. Prof. Dept., of Pharmaceutical Chemistry,
JSS College of Pharmacy, Ooty | → Member |
| 4. Dr. Shalini N, Asst. Prof. Dept., of HSMS, JSS AHER, Mysuru | → Member |
| 5. Dr. Ashwini P, Asso. Prof. Dept., of Microbiology, Faculty of Life Sciences,
JSS AHER, Mysuru | → Member |
| 6. Smt. S Sumithra, Computer Programmer, JSS Dental College & Hospital,
Mysuru | → Member |
| 7. Dr. Shilpa Palaksha, Asso. Professor, Dept., of Ph. Practice, JSCP, Mysuru | → Member |
| 8. Smt. M S Kokila, Admin. Officer, JSS College of Pharmacy, Mysuru | → Member |

Members Leave of Absence:

1. Smt. Madhuri Tathachari, Managing Trustee, Bhramara Trust, Mysuru
2. Dr. A M Mahalakshmi, Asst. Dean, BQS, JSSAHER, Mysuru

Seeking the blessing of His Holiness Swamiji, Dr. Suma M N, Chairperson of ICC welcomed all the members and invites to the meeting.

Dr. Suma M N requested the constituent units representatives to present the activities conducted for the newly admitted students and to discuss their plan of action / activities set for the year.

- a) The Committee reviewed its activities during the year 2023.
- b) The Committee examined the status of complaints, awareness activities, policy dissemination and preventive measures in aggregate.

Under any other matter:

Dr. Suma urged the need for

- Review of ICC contact details displayed on campus and website.
- Identification of vulnerable/critical locations including hostels, transport areas, isolated areas and late-working facilities.
- The Committee further ensured about the campus safety concerns, including lighting, isolated areas, hostel safety, transportation and awareness of reporting mechanisms, would be periodically reviewed.

The Member Secretary thanked all the members present for their continuous support and for the presentation of the respective units and the support of the leadership for successful conduct of the various activities and for creating the conducive environment.

Chairman


REGISTRAR

To,

1. Dr. M N Suma, Vice Principal, JSS Medical College, Mysuru
2. Smt. Madhuri Tathachari, Managing Trustee, Bhramara Trust, Mysuru
3. Professor Shivananda Bharathi, JSS Law College, Mysuru
4. Dr. A.M. Mahalakshmi, Asst Dean, Bureau of Quality & Statistics, JSS Academy of Higher Education & Research, Mysore
5. Dr. Shilpa Palaksha, Asso. Professor, Dept., of Ph. Practice, JSCP, Mysuru
6. Dr. B Gowramma, Asst. Prof. Dept., of Pharmaceutical Chemistry, JSSCP, Ooty
7. Dr. N. Shalini, Assistant Professor, Department of Health System Management Studies, JSS Academy of Higher Education & Research, Mysuru.
8. Dr. Ashwini.P, Associate Professor, Dept of Microbiology, JSS Academy of Higher Education & Research, Mysuru.
9. Smt. M S Kokila, Admin. Officer, JSS College of Pharmacy, Mysuru
10. Smt. S Sumithra, Computer Programmer, JSS Dental College & Hospital, Mysuru
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No.: JSSU/REG/WCW/26/17-18/2024-25

Date: 04.10.2024

MEETING NOTICE

Sub: - Internal Complaints Committee (ICC) Meeting – Reg.

This is to inform you that the meeting of the Internal Complaints Committee (ICC) is scheduled to be held on **10.10.2024 at 3.00 PM** at the College Council Hall, JSS Medical College, Mysuru.

Agenda for the meeting:

- a) Review of complaints / digital complaints, if any and action taken.
- b) Preservation of digital evidence
- c) Professional conduct between faculty, staff and students.
- d) Any other matter with the permission of the Chair.

Further, you are also requested to make it convenient to attend the meeting and to submit a fresh agenda / proposal if any to the undersigned on or before 08.10.2024.


REGISTRAR

To,

1. Dr. M N Suma, Vice Principal, JSS Medical College, Mysuru
2. Smt. Madhuri Tathachari, Managing Trustee, Bhramara Trust, Mysuru
3. Professor Shivananda Bharathi, JSS Law College, Mysuru
4. Dr. A.M. Mahalakshmi, Asst Dean, Bureau of Quality & Statistics, JSS AHER, Mysore
5. Dr. Shilpa Palaksha, Asso. Professor, Dept., of Ph. Practice, JSCP, Mysuru
6. Dr. B Gowramma, Asst. Prof. Dept., of Pharmaceutical Chemistry, JSSCP, Ooty
7. Dr. N. Shalini, Assistant Professor, Department of Health System Management Studies, JSS AHER, Mysuru.
8. Dr. Ashwini.P, Associate Professor, Dept of Microbiology, JSS AHER, Mysuru.
9. Smt. M S Kokila, Admin. Officer, JSS College of Pharmacy, Mysuru
10. Smt. S Sumithra, Computer Programmer, JSS Dental College & Hospital, Mysuru
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No.: JSSU/REG/WCW/26/17-18/2024-25

Date: 22.10.2024

Sub: - Minutes of the Internal Complaints Committee (ICC)
Meeting held on 10.10.2024 @ 3 PM in the Council Hall
JSS Medical College, Mysuru - Reg.

Ref: - ICC Meeting Notice dt 04.10.2024

Members Present:

- | | | | |
|-----|--|---|----------|
| 1. | Dr. M N Suma, Vice Principal, JSS Medical College, Mysuru | → | Chairman |
| 2. | Smt. Madhuri Tathachari, Managing Trustee, Bhramara Trust, Mysuru | → | Member |
| 3. | Prof. Shivananda Bharathi, JSS Law College, Mysuru | → | Member |
| 4. | Dr. A M Mahalakshmi, Asst. Dean, BQS, JSSAHER, Mysuru | → | Member |
| 5. | Dr. Shilpa Palaksha, Asso. Professor, Dept., of Ph. Practice, JSS CP, Mysuru | → | Member |
| 6. | Dr. B Gowramma, Asst. Prof. Dept., of Ph. Chemistry, JSSCP, Ooty | → | Member |
| 7. | Dr. Shalini N, Asst. Prof. Dept., of HSMS, JSS AHER, Mysuru | → | Member |
| 8. | Dr. Ashwini P, Asso. Prof. Dept., of Microbiology, SLS, Mysuru | → | Member |
| 9. | Smt. S Sumithra, Computer Programmer, JSS DC&H, Mysuru | → | Member |
| 10. | Smt. M S Kokila, Admin. Officer, JSS College of Pharmacy, Mysuru | → | Member |

Seeking the blessing of His Holiness Swamiji, Dr. Suma M N, Chairperson of ICC welcomed all the members of the ICC and requested the Member Secretary to take up the agenda to inform / update the issues, or the complaints received if any in the college / hostel / departments.

Agenda:

- Confirmation of the minutes of the meeting held on 07.05.2024** As there were no comments made by the members; the minutes of the meeting were confirmed.
- Review of written / digital complaints if any and the action taken:** The members were happy to inform that the college / hostel / departments have not received any complaints by the staff and students with regard to sexual harassment and gender sensitization.
- Preservation of digital evidence:** The Committee discussed that though there are no complaints received by the students / staff / faculty; there is increasing importance of addressing harassment occurring through digital platforms.

Members were advised to create awareness among them, i.e., by taking the screenshots, messages, emails, URLs, timestamps and other relevant electronic records etc., which should be preserved by them and to submit where a complaint is made.

The Committee emphasized that digital conduct affecting members of the institutional community may require appropriate institutional action in accordance with applicable law and institutional policy.

- d) **Professional conduct between faculty, staff and students:** The Committee discussed the importance of maintaining professional boundaries, particularly in relationships involving academic supervision, mentoring, evaluation and administrative authority. It aimed at ensuring that academic supervision and evaluation relationships remain professional and free from harassment, coercion or retaliation.

Prof. Shivananda Bharathi advised to be observant on the student's behavior and their activities involved by them in their friends' groups and faculty / staff during their academic progress as a precautionary measure.

The Chairman advised the members to be focused on strengthening preventive mechanisms, awareness and sensitization, accessibility of the complaint mechanism, campus and hostel safety, digital safety, professional conduct and periodic review of institutional preparedness.

The members agreed for orienting and sensitizing the staff and students / inmates of the hostels.

As there were not any other matters to discuss, the meeting was concluded with vote of thanks by the Member Secretary.

Chairman


REGISTRAR

To,

1. Dr. M N Suma, Vice Principal, JSS Medical College, Mysuru
2. Smt. Madhuri Tathachari, Managing Trustee, Bhramara Trust, Mysuru
3. Professor Shivananda Bharathi, JSS Law College, Mysuru

4. Dr. A.M. Mahalakshmi, Asst Dean, Bureau of Quality & Statistics, JSS Academy of Higher Education & Research, Mysore
5. Dr. Shilpa Palaksha, Asso. Professor, Dept., of Ph. Practice, JSCP, Mysuru
6. Dr. B Gowramma, Asst. Prof. Dept., of Pharmaceutical Chemistry, JSSCP, Ooty
7. Dr. N. Shalini, Assistant Professor, Department of Health System Management Studies, JSS Academy of Higher Education & Research, Mysuru.
8. Dr. Ashwini.P, Associate Professor, Dept of Microbiology, JSS Academy of Higher Education & Research, Mysuru.
9. Smt. M S Kokila, Admin. Officer, JSS College of Pharmacy, Mysuru
10. Smt. S Sumithra, Computer Programmer, JSS Dental College & Hospital, Mysuru
11. Office copy

No.: JSSU/REG/WCW/26/17-18/2026-27

Date: 06.05.2026

MEETING NOTICE

Sub: - Internal Complaints Committee (ICC) Meeting - Reg.

This is to inform you that the meeting of the Internal Complaints Committee (ICC), JSS AHER is scheduled to be held **on 13.05.2026 at 12.30 PM** in the JSS AHER Board, Mysuru.

Agenda for the meeting:

- a) Confirmation of the minutes of the previous ICC meeting.
- b) Review of tenure / validity of ICC.
- c) Safety in institution-provided transportation during field visits, internships and study tours / official travel.
- d) Any other matter with the permission of the Chair.

All the members are requested to make it convenient to attend the meeting.


REGISTRAR

To,

1. Dr. M N Suma, Vice Principal, JSS Medical College, Mysuru
2. Smt. Madhuri Tathachari, Managing Trustee, Bhramara Trust, Mysuru
3. Professor Shivananda Bharathi, JSS Law College, Mysuru
4. Dr. A.M. Mahalakshmi, Asst Dean, Bureau of Quality & Statistics, JSS AHER, Mysore
5. Dr. Shilpa Palaksha, Asso. Professor, Dept., of Ph. Practice, JSCP, Mysuru
6. Dr. B Gowramma, Asst. Prof. Dept., of Pharmaceutical Chemistry, JSSCP, Ooty
7. Dr. N. Shalini, Assistant Professor, Department of Health System Management Studies, JSS AHER, Mysuru.
8. Dr. Ashwini.P, Associate Professor, Dept of Microbiology, JSS AHER, Mysuru.
9. Smt. M S Kokila, Admin. Officer, JSS College of Pharmacy, Mysuru
10. Smt. S Sumithra, Computer Programmer, JSS Dental College & Hospital, Mysuru
11. Office copy

No.: JSSU/REG/WCW/26/17-18/2025-26

Date: 25.05.2026

Sub: - Minutes of the Internal Complaints Committee (ICC)

Meeting held on 13.05.2026 at 12.30 PM in the

JSS AHER Board, Mysuru - Reg.

Ref: - ICC Meeting Notice dt 06.05.2026

Members Present:

- | | |
|---|------------|
| 1. Dr. M N Suma, Vice Principal, JSS Medical College, Mysuru | → Chairman |
| 2. Smt. Madhuri Tathachari, Managing Trustee, Bhramara Trust, Mysuru | → Member |
| 3. Prof. Shivananda Bharathi, JSS Law College, Mysuru | → Member |
| 4. Dr. A M Mahalakshmi, Asst. Dean, BQS, JSSAHER, Mysuru | → Member |
| 5. Dr. Shilpa Palaksha, Asso. Professor, Dept., of Ph. Practice, JSS CP, Mysuru | → Member |
| 6. Dr. B Gowramma, Asst. Prof. Dept., of Ph. Chemistry, JSSCP, Ooty | → Member |
| 7. Dr. Shalini N, Asst. Prof. Dept., of HSMS, JSS AHER, Mysuru | → Member |
| 8. Dr. Ashwini P, Asso. Prof. Dept., of Microbiology, SLS, Mysuru | → Member |
| 9. Smt. S Sumithra, Computer Programmer, JSS DC&H, Mysuru | → Member |
| 10. Smt. M S Kokila, Admin. Officer, JSS College of Pharmacy, Mysuru | → Member |

Seeking the blessing of His Holiness Swamiji, the Chairperson welcomed the members and placed before the Committee the requirement for systematic implementation of the institution's policy on prevention, prohibition and redressal of sexual harassment.

Agenda:

- a) **Confirmation of the minutes of the meeting held on 10.10.2024** As there were no comments made by the members; the minutes of the meeting were confirmed.
- b) **Review of tenure / validity of ICC:** The Committee reviewed the tenure of the ICC members, availability of contact details and it was proposed to submit a formal request letter to the authority's seeking approval for renewal of the existing committee for a further period of three years. However, we may request the authorities for nomination of any other member if required.
- c) **Safety in institution-provided transportation during field visits, internships and study tours / official travel:** The Committee reviewed the importance of safety considerations relating to transportation and institutional activities outside the principal campus.

It was noted that institutional responsibility should be understood in the context of activities connected with employment or study, including transportation, field trips, internships and study tours.

The Committee recommended incorporation of appropriate safety instructions into student / staff orientation programmes.

The members agreed for orienting and sensitizing the staff and students / inmates of the hostels.

As there were not any other matters to discuss, the meeting was concluded with vote of thanks by the Member Secretary.

Chairman


REGISTRAR

To,

1. Dr. M N Suma, Vice Principal, JSS Medical College, Mysuru
2. Smt. Madhuri Tathachari, Managing Trustee, Bhramara Trust, Mysuru
3. Professor Shivananda Bharathi, JSS Law College, Mysuru
4. Dr. A.M. Mahalakshmi, Asst Dean, Bureau of Quality & Statistics, JSS Academy of Higher Education & Research, Mysore
5. Dr. Shilpa Palaksha, Asso. Professor, Dept., of Ph. Practice, JSCP, Mysuru
6. Dr. B Gowramma, Asst. Prof. Dept., of Pharmaceutical Chemistry, JSSCP, Ooty
7. Dr. N. Shalini, Assistant Professor, Department of Health System Management Studies, JSS Academy of Higher Education & Research, Mysuru.
8. Dr. Ashwini.P, Associate Professor, Dept of Microbiology, JSS Academy of Higher Education & Research, Mysuru.
9. Smt. M S Kokila, Admin. Officer, JSS College of Pharmacy, Mysuru
10. Smt. S Sumithra, Computer Programmer, JSS Dental College & Hospital, Mysuru
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