

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**

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**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:**

- a) **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.
- b) **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.
- c) **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
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