



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

SJC/UGC/Sexual Harassment/01/29/11

29/11/2019

Reference: DOP & T O.M. NO. 11013/2/2014- Estt.A. 111 dated February 2, 2015

Annual Return on cases of Sexual Harassment

Period: 1st April, 2018 to 31st March, 2019

Name of the College: ST. JOSEPH'S COLLEGE (AUTONOMOUS) JAKHAMA.

Sl. No.		Number of Cases*
1	Number of Complaints of Sexual harassment received in the year	0
2	Number of Complaints disposed off during the year	0
3	Number of cases pending for more than 90 days	0
4	Number of workshops on awareness programmes against sexual harassment conducted during the year	Orientation had been given at the beginning of the semester (10 th - 14 th June, 2019, 1 st August, 2019)
5	Nature of action	No complaints have been received during this semester.

Dr. Fr. Sebastian Ousepparampil
Principal
St. Joseph's College (Autonomous)
Jakhama, Nagaland





ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Copy to:- IOAC

Ref. No: SJC/Grievances_Meeting/02/2023

Date: 17/03/2023

Date: 17th March 2023

Time: 12:40 P.M.

Location: SJC (A), Conference Hall

Order of the Meeting and Report

Invocation

Introduction of the Grievance: Implementation of an online payment mode for students

Discussion of Grievance

Analysis and Action Plan

Conclusion

1. Invocation:

The meeting commenced with a prayer led by Fr. Peter Solo, Dean of Science, seeking guidance and wisdom for the discussions ahead.

2. Introduction of the Grievance:

The primary issue addressed in the meeting was the implementation of an online payment mode for students, aiming to streamline and modernize the payment process.

3. Discussion of Grievance:

Presentation of the Issue: The current payment system was discussed, highlighting its shortcomings and the need for an online payment mode to enhance convenience and efficiency.

Solicitation of Feedback: Students were invited to provide feedback and express their concerns regarding the existing payment system and the proposed online mode.

4. Analysis and Action Plan:

Review of Potential Solutions: Various potential solutions for implementing an online payment mode were reviewed, considering factors such as security, user-friendliness, and integration with existing systems.

5. Conclusion:

The meeting concluded with a summary of the proposed action plan for implementing the online payment mode and thanked all the members for their time and contributions.

Rev. Fr. Obed Yimchunger
Coordinator
Grievance Redressal Committee



**ST. JOSEPH'S COLLEGE
JAKHAMA**

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Grievances_meeting/02/2023

Date: 17/03/2023

Grievance Redressal Committee

Members:

1. Dr. Fr. George Kechuokho Angami

2. Capt. Arzo Rida

3. NZANO KIKON

4. Dr. S. Thrusiamma - v.G.

5. Fr. Binoy Joseph

7. Dr. Fr. Pejalhoukho George

8. Fr. OBED YIMCHUNGER

9.

10.

Thrusiamma:



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Copy to: - IQAC

Ref. No: SJC/Grievances_meeting/01/2022

Date: 10/11/2022

Date: 10th Nov. 2022

Time: 12:40 P.M.

Location: SJC (A), Conference Hall No. 1

Order of the Meeting

1. Invocation
2. Introduction of the grievance: Installation of an additional ATM booth in the college premises.
3. Discussion of Grievance
4. Analysis and Action Plan
5. Concluding Remarks

1. Invocation:

The meeting commenced with a prayer led by Dr. Sr. Ranit, Vice Principal (Academic Affairs), invoking blessings and guidance for the proceedings.

2. Introduction of the Grievance and discussion:

The primary issue addressed in the meeting pertained to the insufficiency of ATM facilities on the college premises. It was brought to the attention of the management that the current ATM was inadequate to serve the needs of the students.

4. Analysis and Action Plan:

Assessment of the Grievance: After a thorough discussion, it was determined that the installation of an extra ATM booth was indeed necessary to alleviate the inconvenience faced by the students. Consequently, an additional ATM booth will be installed in the college.

5. Conclusion:

The meeting concluded with a summary of the key points discussed, emphasizing the importance of addressing student grievances promptly. With that, the meeting came to an end, and all the members were thanked for their time and cooperation.


Rev. Fr. Obed Yimchunger
Coordinator
Grievance Redressal Committee



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephiakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Grievances_meeting/01/2022

Date: 10/11/2022

Grievance Redressal Committee

Members:

1. Sr. Fr George Kudathou Angani
2. Capt. Arzo Rida
3. NZANO KIKON
4. Dr. Sr. Thresamma .V.G
5. Fr. Binoy Joseph
7. Sr. Fr. Pezallukho George
8. Fr. OBED YIMCHUNGER
- 9.
- 10.

Thresamma.



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1/2017(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Notice/ICC/02/2023

Date: 23/03/2023

MINUTES OF THE ICC MEETING

Date: 23rd March 2023

Time: 1:40pm

Venue: Conference Hall No-2

Proceedings of the Meeting

1. Invocation
2. Welcome Note
3. Report of the last meeting
4. Agenda
 - 4.1 Supportive Measures for ICC
5. Varia
6. Conclusion

The second ICC meeting was held on **23rd March 2023** at 1:40 p.m. The meeting was chaired by Dr. Sr. Thresiamma V.G, Vice-Principal, Academic Affairs and Presiding Officer, and 8 members attended the meeting.

1. Invocation

Dr. Fr. Pezalhokho George Rino, Co-ordinator, PG Programme invoked God's blessings upon everyone present for the meeting.

2. Welcome Note

Dr. Sr. Thresiamma V.G, Vice-Principal, Academic Affairs and Presiding Officer, ICC gave a brief introduction of the meeting and welcomed all the committee members to the meeting.

3. Report of the last meeting

The previous minutes of the staff meeting was read by Mr. Mezathel Kiso and the house approved the report.

4. Agenda

4.1 Supportive Measures for ICC

- 4.1.1 Dr. Sr. Thresiamma V.G, Vice-Principal (Academic Affairs) and Presiding Officer, ICC shared the UGC guidelines for the Internal Complaint Committee. She said that the Executive Authority of the HEIs must mandatorily extend full support to see that the recommendations of the ICC are implemented in a timely manner.


- 4.1.2 She emphasized on the importance of giving proper Orientation to the Undergraduate and Postgraduate Students who joined the college as Freshers.
- 4.1.3 Counselling services must be institutionalised in all HEIS and must have well trained full-time counsellors. At this point, Dr. Sr. Thresiamma said that there are three counsellors in the college viz. Dr. Fr. George Pezalhoukho Rino, Rev. Fr. C Joseph and Sr. Anupa Jose.
- 4.1.4 Dr. Thresiamma spoke on the importance of instalment of sufficient lighting within the college campus and unsafe places.
- 4.1.5 Speaking on the security staff, Dr. Thresiamma said that there are four security guards in two college gates, where one man and one lady are employed as security guard.

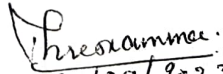
5. Varia

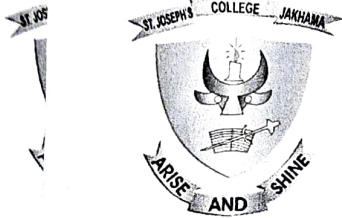
- 5.1 Dr. Fr. George Pezalhoukho Rino proposed the need to frame rules and regulations by ICC for the students to follow up during the college events like Spring Fest, College Sports week, Eureka Fest etc. In reply to this, Dr. Sr. Thresiamma said that the rules and regulations are mentioned in the calendar handbook which is given to all the students.
- 5.2 Dr. Ramita Sougrakpam, a senior committee member shared her observations and proposed the need to give Orientation to the students by some external experts. She said that Orientation is very important for the students.
- 5.3 Dr. Sr. Thresiamma said that the proposal made by the ICC can come into force only with the approval of the Principal. She said the duty of ICC is to formulate, decide and give information to the higher authorities of the college.

6. Conclusion

In the concluding remark, Dr. Sr. Thresiamma V.G expressed her gratitude to all the members for their positive response to the meeting called. The meeting came to an end by 2:40pm.


Mr. Mezathel Kiso
Secretary
Internal Complaint Committee


Dr. Sr. Thresiamma V.G
Vice-Principal, Academic Affairs &
Presiding Officer ICC
Vice Principal
St. Joseph's College (Autonomous)
Jakhama : Nagaland



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1/2017(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Notice/ICC/02/2023

Date: 23/03/2023

INTERNAL COMPLAINT COMMITTEE MEETING

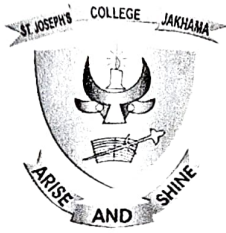
Date: 23rd March 2023

Time: 1:40pm

Venue: Conference Hall No-2

Order of the Meeting

1. Invocation
2. Welcome Note
3. Report of the previous meeting
4. Agenda
 - 4.1 Supportive Measures for ICC
5. Varia
6. Conclusion



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1/2017(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Notice/ICC/02/2023

Date: 23/03/2023

INTERNAL COMPLAINT COMMITTEE MEETING

Date: 23rd March 2023

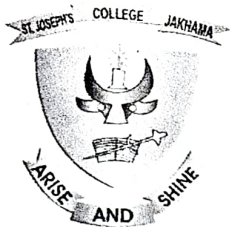
Time: 1:40pm

Venue: Conference Hall No-2

ATTENDANCE SHEET

SL NO	NAME	DESIGNATION	SIGNATURE
1.	DR. SR. THRESIAMMA V.G.	VICE PRINCIPAL	Thresiamma 23/03/2023
2.	Mh. Mezaethel Kiso	Non-Teaching Staff	Mh. Mezaethel Kiso 23/03/2023
3.	Fd. Obed Yimchunger	Vice Principal (Sports)	Fd. Obed Yimchunger 23/03/2023
4.	Viniemuno Dho -v	Student	Viniemuno
5.	Dr. Ravita Sangrakpam	Asst. Prof.	Dr. Ravita Sangrakpam 23/03/2023
6.	Dr. Fr. Puzolmukho George	P.G. Coordinator	Dr. Fr. Puzolmukho George 23/03/23
7.	Abenuo Khieya	Non-Teaching Staff	Abenuo Khieya 23/03/23
8.	Miss Vestal Sankhro	Student	Vestal 23.03.23
9.			
10.			
11.			
12.			
13.			





ST. JOSEPH'S COLLEGE JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1/2017(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Notice/ICC/02/2023

Date: 20/03/2023

NOTIFICATION

Dear members,

This is to bring to your kind notice that there will be a meeting for the **Internal Complaint Committee (ICC)** on 23rd March 2023, at 1:40 p.m. in conference Hall No. 2 (Arts Block)

Thresiamma
20/03/2023
Dr. Sr. Thresiamma V.G, SABS
Vice-Principal, Academic Affairs &
Presiding Officer, ICC
Vice Principal
St. Joseph's College (Autonomous)
Jakhama : Nagaland



**Geo-Tag photo of Internal Complaint Committee (ICC) Meeting held on
23rd March 2023 at the Conference Hall No-2.**



 GPS Map Camera



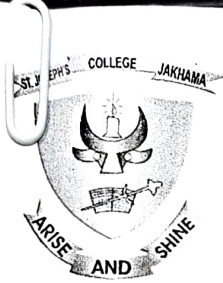
St Joseph's College,
H4HF+JW4, road, Zakhama, Nagaland 797006, India

Long 94.124811°

Lat 25.579083°

23/3/2023 02:05 PM

 Google



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1/2017(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Notice/ICC/01/2022

Date: 18/08/2022

MINUTES OF THE ICC MEETING

Date: 18th August 2022

Time: 1:40pm

Venue: Conference Hall No-2

Proceedings of the Meeting

1. Invocation
2. Welcome Note
3. Agenda
- 3.1 Responsibilities for ICC
4. Varia
5. Conclusion

The first ICC meeting was held on 18th August, 2022 at 1:40 p.m. The meeting was chaired by Dr. Sr. Thresiamma V.G, Vice-Principal, Academic Affairs and Presiding Officer, and 8 members attended the meeting.

1. Invocation

The ICC meeting began with an invocation offered by Rev. Fr. Obed, Vice Principal, Students' Affairs.

2. Welcome Note

Dr. Sr. Thresiamma V.G, Vice-Principal, Academic Affairs and Presiding Officer, ICC gave a brief introduction of the meeting and welcomed all the committee members to the meeting.

3. Agenda

3.1 Responsibilities of Internal Complaints Committee (ICC)

Based on the UGC guidelines, Dr. Sr. Thresiamma shared some important responsibilities of ICC.

- 3.1.1 To provide assistance if an employee or a student choose to file a complaint with the police.
- 3.1.2 To protect the safety of the complainant by not divulging the person's identity, and provide the mandatory relief by way of sanctioned leave or relaxation of attendance requirement or transfer to another department or supervisor as required during the pendency of the complaint, or also provide for the transfer of the offender.
- 3.1.3 To ensure that victims or witnesses are not victimised or discriminated against while dealing with complaints of sexual harassment.
- 3.1.4 The ICC shall, upon receipt of the complaint, send one copy of the complaint to the respondent within a period of seven days of such receipt.

- 3.1.5 Upon receipt of the copy of the complaint, the respondent shall file his or her reply to the complaint along with the list of documents, and names and addresses of witnesses within a period of ten days.
- 3.1.6 The inquiry has to be completed within a period of ninety days from the receipt of the complaint.

4. Varia

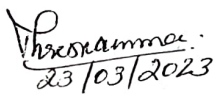
4.1 In the varia session, Rev. Fr. S Obed Yimchunger, Vice-Principal, Students' Affairs expressed his gratitude to all the ICC members for coming together and have a meeting. He urged to have a clear-cut steps to tackle the problems in time of need, especially during the college events like Spring Fest, College Sport Week and other big programmes.

4.2 Following the guidelines given by UGC, Dr. Sr. Thresiamma said that Anti-Ragging form will be given to all the students (UG & PG) where students and their parents are to make an undertaking and to sign in the form as an acceptance and awareness with the rules and regulations of Anti-Ragging policies and its punishment.

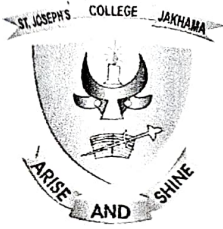
5. Conclusion

Dr. Sr. Thresiamma expressed her gratitude to all the members for their presence for the meeting. The meeting came to an end at 2:40 pm with a prayer led by Mrs. Abonuo Khieya.


Mr. Mezathel Kiso
Secretary
Complaint Committee


Dr. Sr. Thresiamma V.G
Vice-Principal, Academic Affairs & Internal
Presiding Officer ICC
Vice Principal
St. Joseph's College (Autonomous)
Jakhama : Nagaland





ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1/2017(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Notice/ICC/01/2022

Date: 18/08/2022

INTERNAL COMPLAINT COMMITTEE MEETING

Date: 18th August 2022

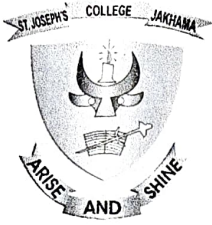
Time: 1:40pm

Venue: Conference Hall No-2

ATTENDANCE SHEET

SL NO	NAME	DESIGNATION	SIGNATURE
1.	DR. SR. THRESIAMMA .Y.GT.	VICE-PRINCIPAL.	Thresamma. 18/08/2022.
2.	H. Obed Yimchup	Vice Principal (Sports/Co-Ord.)	H. Obed 18/08/2022
3.	Mr. Mezzathiel Kiso	Non-Teaching Staff	Mezzathiel Kiso 18/08/2022
4.	Dr. Kamita Sangrakpan	Asst. Professor	Dr. Kamita Sangrakpan 18/08/2022
5.	Dr. Fr. Puzalwackho Georg	D. G. Coordinator	Dr. Fr. Puzalwackho Georg 18/08/2022
6.	Abonus Khieya	non-teaching staff	Abonus Khieya 18/08/2022
7.	Vibinus Victoria	Student	Vibinus 18/08/2022
8.	Dr. Medonus Pienye	Asst. Prof.	Dr. Medonus Pienye 18/08/2022
9.			
10.			
11.			
12.			
13.			





ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1/2017(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Notice/ICC/01/2022

Date: 18/08/2022

INTERNAL COMPLAINT COMMITTEE MEETING

Date: 18th August 2022

Time: 1:40pm

Venue: Conference Hall No-2

Order of the Meeting

1. Invocation
2. Welcome Note
3. Agenda
- 3.1 Responsibilities for ICC
4. Varia
5. Conclusion



ST. JOSEPH'S COLLEGE JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1/2017(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12)

Ref. No: SJC/Notice/ICC/01/2022

Date: 16/08/2022

NOTIFICATION

Dear members,

This is to bring to your kind notice that there will be a meeting for the **Internal Complaint Committee (ICC)** on August 18, 2022, at 1:40 p.m. in conference Hall No. 2 (Arts Block)

Thresiamma
16/08/2022
Dr. Sr. Thresiamma V.G, SABS
Vice-Principal, Academic Affairs &
Presiding Officer, ICC
Vice Principal
St. Joseph's College (Autonomous)
Jakhama : Nagaland



**Geo-Tag photo of Internal Complaint Committee (ICC) Meeting held on
18th August 2022 at the Conference Hall No-2.**



 GPS Map Camera



St. Joseph's College

H4HF+JW4, road, Zakhama, Nagaland 797006, India

Long 94.124815°

Lat 25.579010°

18/8/2022 02:05 PM