

Government of Maharashtra



Government College of Arts & Science, Aurangabad

(M.S)

(Established in 1923)

(Kile Ark, Near Subhedari Guest House, Aurangabad)

Email ID: gasca1923@gmail.com


Phone/Fax: 0240-2331476

Website: www.gasca.ac.in



5.1.4. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases 2017-18 to 2021-22 (Provide Web-site link)

Sr. No.	Content	Web-Links
1.	Policy Documents of Staff and Students grievances	Web - Link
3.	Policy Documents of Sexual harassment committee	Web - Link
4.	Policy Documents of Anti-Ragging cell	Web - Link


PRINCIPAL
Govt. College of Arts & Science
Aurangabad



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Policy Documents and Mechanism of resolving of Student Grievances

Grievance Redressal Committee

The institute college has student's Grievance Redressal Committee. The function of the committee is to look into the complaints lodged by the students and judge its merit. Anyone in the institute/college may approach the committee members in person directly or indirectly that is directly meet or register their complaint through telephonic conversation. The Grievance Redressal Committee is also empowered to Look into the matters of student's harassment. In case the person is unwilling to appear in self, grievances maybe send in writing and dropped into the student grievance box. Grievances may also be sent through email to Grievance Redressal Committee or the Principal.

Objectives of Grievance Redressal Policy:

- Developing a responsive and accountable attitude among all the stakeholders in order to maintain harmonious educational atmosphere in the institute or college;
- Upholding the dignity of the college by ensuring strife free atmosphere in the campus through promoting cordial student-student relationship and student-teacher relationship, etc;
- Encouraging the student to express their grievances and problems freely and frankly without any fear of being victimised;
- Advising students of the institute or college to respect the right and dignity of one another and show at most restraint and patience whenever any occasion of rifted arises;
- All the students to refrain from inciting students against other students, teachers and administration;
- Advising all staffs to be affectionate to the students and not behave in vindictive manner towards any of them for any reason.

Scope:

The committee deals with grievances received on the following forms to issue raised by the students to avail services.



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Academic matter: Issue in the marksheets transfer certificates, conduct certificates, or other examination related matters.

Financial matters: Dues and payments for various items from library, hostels, canteen, etc.

Other matter: certain misgivings about conditions of sanitization, preparation of food, availability of infrastructure, books, periodicals, etc.

Procedure:

The setting of the grievance redressal committee for students will be widely published. The students may feel free to put up a Grievance write in the grievance registered kept in the administrative block or drop it in boxes placed at campus such as library office girls hostel boys' hostel.

The committee will act upon those cases which have been forwarded along with the necessary documents.

The committee will take up only those matters which have not been solved by other departments.

Grievances related to fees, etc. will be taken up only if the relevant proofs are attached.

Informal resolution:

The students are strongly encouraged seek informal resolution of a grievances by bringing it to the attention of the relevant individual or office. An attempt at informal resolution will be begin no more than 5 working days after the service or decision is rendered.

Formal Resolution:

If the student is not satisfied with the response, the student may make a formal written grievance. Any formal grievance submitted by the student, resolution will be provided within 10 working days after the service or decision is rendered.



उच्च शिक्षण संचालनालयाच्या
अधिपत्याखालील शासकीय कार्यालये व
शासकीय महाविद्यालये/संस्थांमधील शिक्षक
शिक्षकेतर कर्मचाऱ्यांच्या/अधिकाऱ्यांच्या
तक्रारींवर कार्यवाही करण्यासाठी तक्रार
निवारण समिती गठित करण्याबाबत...

महाराष्ट्र शासन
उच्च व तंत्र शिक्षण विभाग,
शासन निर्णय क्र.समिती-२०१८/प्र.क्र.२८६/मशि-१,
मादाम कामा मार्ग, हुतात्मा राजगुरु चौक,
मंत्रालय विस्तार भवन, मुंबई -४०० ०३२.
दिनांक :- १८ डिसेंबर, २०१८

प्रस्तावना :

महाराष्ट्र सार्वजनिक विद्यापीठ अधिनियम, २०१६ मधील कलम ७९ अन्वये प्रत्येक विद्यापीठामध्ये, राज्य शासन, केंद्र सरकार किंवा स्थानिक प्राधिकरण यांनी व्यवस्थापन केलेल्या व चालविलेल्या संस्थाव्यतिरिक्त, विद्यापीठांचे, संलग्न व स्वायत्त महाविद्यालयांचे आणि मान्यताप्राप्त परिसंस्थांचे अध्यापक व इतर कर्मचारी यांच्या, राज्य शासन व त्यांचे अधिकारी यांच्याविरुद्धच्या तक्रारींव्यतिरिक्त इतर सर्व प्रकारच्या आणि विद्यापीठाच्या व महाविद्यालय न्यायाधिकरणाच्या अधिकारक्षेत्रात येत नाहीत अशा तक्रारींवर कार्यवाही करण्यासाठी तक्रार निवारण समिती गठित करण्याचे तरतूद करण्यात आलेली आहे. मात्र उच्च शिक्षण संचालनालयाच्या अधिपत्याखालील कार्यालये/महाविद्यालये/संस्थांमधील शिक्षक शिक्षकेतर कर्मचाऱ्यांच्या तक्रारींवर कार्यवाही करण्याकरिता अशा प्रकारची तक्रार निवारण समिती नसल्याने न्यायालयीन प्रकरणांची संख्या वाढत आहे. उच्च न्यायालय, मुंबई येथे दाखल करण्यात आलेल्या याचिका क्रमांक ११६१३/२०१४ व २५२७/२०१७ मध्ये निर्णय देताना मा.न्यायालयाने अध्यापक व इतर कर्मचाऱ्यांच्या तक्रार निवारणाकरिता तक्रार निवारण यंत्रणा निर्माण करण्याचे निर्देश दिले आहेत. हे लक्षात घेता, उच्च शिक्षण संचालनालयाच्या अधिपत्याखालील शासकीय कार्यालये व शासकीय महाविद्यालये/संस्थांमधील शिक्षक शिक्षकेतर कर्मचाऱ्यांच्या तक्रारींवर कार्यवाही करण्यासाठी पुढीलप्रमाणे तक्रार निवारण समिती गठित करण्यात येत आहे.

शासन निर्णय:-

उच्च शिक्षण संचालनालयाच्या अधिपत्याखालील शासकीय कार्यालये व शासकीय महाविद्यालये/संस्थांमधील शिक्षक शिक्षकेतर कर्मचाऱ्यांच्या तक्रारींवर कार्यवाही करण्यासाठी पुढीलप्रमाणे तक्रार निवारण समित्या गठित करण्यात येत आहेत.

अ) गट-अ व गट-ब च्या अधिकारी/अध्यापकांकरिता समिती

अ.क्र.	अधिकाऱ्याचे पदनाम	पदनाम
१)	संचालक, उच्च शिक्षण, पुणे	अध्यक्ष
२)	संबंधित विभागीय सहसंचालक/ संबंधित महाविद्यालयाचे प्राचार्य/ संचालक	सदस्य
३)	उप सचिव (विधि), उच्च व तंत्र शिक्षण विभाग	सदस्य
४)	विषयाशी संबंधित अवर सचिव/कक्ष अधिकारी, उच्च व तंत्र शिक्षण विभाग	सदस्य
५)	विषयाशी संबंधित उच्च शिक्षण संचालनालय, पुणे येथील प्रशासन अधिकारी	सदस्य सचिव



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ब) गट-क व गट-ड च्या कर्मचाऱ्यांकरिता समिती

अ.क्र.	अधिकार्याचे पदनाम	पदनाम
१)	सह संचालक (मुख्यालय), उच्च शिक्षण संचालनालय, पुणे	अध्यक्ष
२)	संबंधित विभागीय सहसंचालक/ संबंधित महाविद्यालयाचे प्राचार्य/संचालक	सदस्य
३)	विधि अधिकारी, उच्च शिक्षण संचालनालय, पुणे	सदस्य
४)	विषयाशी संबंधित उच्च शिक्षण संचालनालय, पुणे येथील प्रशासन अधिकारी	सदस्य सचिव

२. उपरोक्त सदस्यांव्यतिरिक्त आवश्यकतेनुसार निमंत्रित सदस्य म्हणून इतर अधिकार्यांना सुनावणीस बोलावण्याचे अधिकार समितीच्या अध्यक्षाना राहतील.

३. दोन्ही पक्षकारांना आपले म्हणणे मांडण्याची वाजवी संधी दिल्यानंतर, तक्रार निवारण समिती व्यवहार्य असेल तेथवर, तक्रार दाखल केल्याच्या दिनांकापासून ३ महिन्यांच्या आत कायदानुसार तक्रारीची सुनावणी घेऊन त्यावर कारणमिमांसेसह निकाल देईल. असा निकाल देतांना शासन धोरण, संबंधित अधिनियम/अधिसूचना, शासन निर्णय/परिपत्रक/आदेश, विषयाशी संबंधित न्याय निर्णय हे विचारात घेण्यात यावेत.

४. तक्रार निवारण समितीच्या कार्यपद्धतीबाबत संचालक, उच्च शिक्षण पुणे यांनी स्वतंत्र सूचना निर्गमित कराव्यात.

५. तक्रार निवारण समितीच्या निर्णयाने व्यथित झालेल्या वर्ग-३ व वर्ग -४ च्या कर्मचाऱ्यास, संचालक, उच्च शिक्षण पुणे यांच्याकडे तर वर्ग-१ व वर्ग-२ च्या अधिकार्यास/अध्यापकास सचिव, उच्च व तंत्र शिक्षण विभाग, मंत्रालय, मुंबई यांच्याकडे तक्रार निवारण समितीचा निकाल मिळाल्याच्या दिनांकापासून तीस दिवसांच्या आत अपील दाखल करता येईल.

६. सदर शासन निर्णय महाराष्ट्र शासनाच्या www.maharashtra.gov.in या वेबसाईटवर प्रसिद्ध करण्यात आला असून, त्याचा संगणक सांकेतांक २०१८१२१८१६११०८७२०८ असा आहे. हा आदेश डिजिटल स्वाक्षरीने साक्षांकित करून काढण्यात येत आहे.

महाराष्ट्राचे राज्यपाल यांच्या आदेशानुसार व नांवाने.

Manisha Pravin
Kini

Digitally signed by Manisha Pravin Kini
DN: CN = Manisha Pravin Kini, C = IN, S =
Maharashtra, O = Government Of
Maharashtra, OU = Higher Technical
Education Department
Date: 2018.12.19 10:57:41 +05'30'

(मनिषा किणी)

कक्ष अधिकारी, महाराष्ट्र शासन

प्रत,

- १) मा. राज्यपाल, महाराष्ट्र राज्य यांचे सचिव, राजभवन, मुंबई (दोन प्रती).
- २) मा. मुख्यमंत्री यांचे प्रधान सचिव/सचिव, मुख्यमंत्री सचिवालय, मंत्रालय, मुंबई.
- ३) सर्वमा.मंत्री/राज्यमंत्री यांचे खाजगी सचिव
- ४) मा.विरोधी पक्षनेता, विधानपरिषद/विधान सभा, विधानभवन, मुंबई
- ५) सर्व मा.संसद सदस्य/मा.विधानमंडळ सदस्य, महाराष्ट्र राज्य.
- ६) कुलसचिव, सर्व अकृषी विद्यापीठे, महाराष्ट्र राज्य
- ७) संचालक, उच्च शिक्षण, महाराष्ट्र राज्य, पुणे



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पृष्ठ ३ पैकी २

- ८) महासंचालक, माहिती व जन संपर्क महासंचालनालय, महाराष्ट्र राज्य, मंत्रालय, मुंबई (प्रसिद्धीसाठी)
- ९) मा. मंत्री, उच्च तंत्र शिक्षण यांचे विशेष कार्य अधिकारी, मंत्रालय, मुंबई.
- १०) मा. राज्यमंत्री, उच्च तंत्र शिक्षण यांचे खाजगी सचिव, मंत्रालय, मुंबई.
- ११) सह सचिव (विशि) उच्च व तंत्र शिक्षण विभा, मंत्रालय, मुंबई
- १२) सचिव, उच्च व तंत्र शिक्षण विभाग यांचे स्वीय सहायक
- १३) सर्व विभागीय सहसंचालक, उच्च शिक्षण, महाराष्ट्र शासन
- १४) सर्व प्राचार्य, संचालक शासकीय महाविद्यालय/संस्था यांना संबंधीत विभागीय सहसंचालकांमार्फत.
- १५) निवड नस्ती मशि-१.




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Policy Documents and Timely Redressal of Grievances

Internal Complaint cell

As per the Supreme Court of India directive, it is mandatory to ensure the safety of women at the workplace. Permeable the Parliament of India passed the "sexual harassment of women at workplace (prevention, prohibition, and redressal) act" in the year 2013. The act provides protection against sexual harassment of women at work and for the prevention and redressal of complaints of sexual harassment, and for matters connected there with or incidental their to.

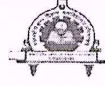
To ensure safety of women against the following unwelcome or behavior (Whether directly or by implication) the internal complaints committee (ICC) of government Arts and Science College Aurangabad deals with

1. Eve teasing;
2. Unsavory remarks;
3. Jokes causing likely to cause awkwardness or embarrassment;
4. Innuendos and taunts;
5. Gender base inserts or sexiest remarks;
6. Physical contact and advances;
7. Demand or request for sexual favors;
8. Making sexually coloured remarks;
9. Showing pornography;
10. Any other unwelcome physical, verbal or nonverbal conduct of sexual nature.



Objectives of ICC

1. To develop guidelines and norms for a policy against anti-harassment;
2. To develop principle and procedure for combating anti-harassment;
3. To work out details for the implementation of the policy against discrimination and sexual harassment against women by promoting gender amity among student and employees;
4. To make recommendations to the principal for changes or elaborations in the rules for students in the prospectus and by laws to make the policy gender just and to lay down



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procedure for the prohibitions, resolution, settlement and prosecution of acts of discrimination and sexual harassment against women by the students and the employees;

5. To deal with cases of discrimination and sexual harassment against women in a time bound manner, aiming to ensure support services to the victimized and termination of the harassment.
6. To recommend appropriate punitive action against the guilty person.

Role of the ICC

1. To create and ensure a safe work environment that is free of sexual harassment, particularly of women employees, students to maintain an atmosphere of equality and gender justice;
2. To take note of complaints of sexual harassment of female employees and to conduct enquires, and to provide assistance;
3. To redress complaints of sexual harassment of women employees, recommended penalties and action against the accused, if necessary;
4. To recommend to the concerned authorities, follow up action and to monitor the same.

Investigation Procedure

Upon receiving a report on sexual harassment, the receiving authority shall refer the matter to anti sexual (ICC) harassment committee to investigate. The receiving authority shall also inform the principal for necessary interim action is specially in the cases where the perpetrator is in higher authority than the survivor and is likely to interfere with investigations. Interviews will be confidential and district. Person with information on the incidence will also be interviewed.

Disciplinary measures

The disciplinary committee shall then submit its recommendation to the Principal for action. This policy document States the colleges commitment to provide an environment free from sexual harassment, and any employee or student who violets the policy shall be subject to serious disciplinary action which could include:

1. Termination of services;
2. Suspension or expulsion of the student from the college;



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3. Barring such persons from accessing the college premises;
4. Conciliation.

The college recognizes the individual may make false reports and their fore prohibits these persons who make false allegations are subject to disciplinary action

Reporting mechanism

The survivor of sexual harassment who wishes to pursue or make a complaint of sexual harassment has two options through which they can make the complaint

1. Informal complaint
2. Formal complaint

An informal complaint can be made to any academic member of staff, or tutor, or administrator. It can be made in those cases where the survivor wishes for something to be done (e.g. warn the harasser, transfer him/ her to another department or change his/her dissertation supervisor), but is not ready to lodge a formal complaint.

The policy emphasizes the importance of documenting all cases of sexual harassment within the college premises or involving the students College administrators and non-teaching staff.





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ANTI-RAGGING CELL

In conformity with Supreme Court judgements and directions, UGC guidelines and State Government Instructions, Government College of Arts and Science, Aurangabad, is following 'Zero Tolerance Policy' towards ragging. Any student of the college accused and found guilty of ragging, will be severely dealt with, in accordance with the Provisions of the Law.

Ragging is defined as an act that violates or is perceived to violate an individual student's dignity. Ragging has ruined countless innocent lives and careers. Ragging is totally banned in the campus of Govt. College of Arts and Science, Aurangabad and anyone found guilty of ragging and/or helping ragging is liable to be punished as it is criminal offence.

VISION:

To create a Ragging Free environment by instilling the principles of democratic values, tolerance, empathy, compassion and sensitivity to that student can become responsible citizens with ideal personality having moral values, healthy and unpervert social behavior.

MISSION:

To build an atmosphere of discipline with the clear and strict message that no one student will suffered with any act of ragging in college premises.

OBJECTIVES:

- To bring out an awareness among the students about the consequences of ragging.
- To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- To keep a constant eye and vigilance over ragging so as to prevent its occurrence.
- To address any ragging issues immediately and taken action as advised by the committee.

PROHIBITION CONDUCT UNDER ANTI-RAGGING POLICY:

According to the UGC Regulation on Curbing the Menace of Ragging in Higher Institutions 2009, ragging constitutes one or more of any of the following acts:

- Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.





Government College of Arts & Science, Aurangabad (M.S)

(Established in 1923)

(Kile Ark, Near Subhedari Guest House, Aurangabad)

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- Indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- Asking any student to do any act which the student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bother danger to health or person.
- Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfort to fresher or any other student.
- Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of color, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

PUNISHMENTS:

According to the UGC Regulations, depending upon the nature and gravity of guilt established by the Anti-Ragging Squad, those found guilty may be awarded one or more of the following punishments, namely:

- Suspension from attending classes and academic privileges.
- Warning, writing apology letter
- Withholding /withdrawing scholarship/fellowship and other benefits.
- Debarring from appearing in any test/examination or other evaluation process.





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- Withholding results
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- Suspension/expulsion from the hostel.
- Cancellation of admission.
- Rustication from the institution for period ranging from one to four semesters.
- Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

POWER AND FUNCTIONS: ANTI RAGGING:

- To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on any acts amounting to ragging.
- To publicize to all students and prevalent directives and the actions that can be taken against those indulging in ragging.
- To consider the complaints received from the students and conduct enquiry and submit report to the Anti-Ragging Committee along with punishments recommended for the offenders.
- Oversee the procedure of obtaining undertaking from the students in accordance with the provisions.
- Conduct workshops against ragging menace and orient the students.
- To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive.
- To offer services of counseling and create awareness to the students.
- To take all necessary measures for prevention of Ragging inside the Campus.

