



TECNIA INSTITUTE OF ADVANCED STUDIES

NAAC GRADE "A" INSTITUTE (CYCLE-2)

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Affiliated to G.G.S.I.P. University & Recognized Under Sec. 2(f) of UGC Act 1956.

INSTITUTIONAL AREA, MADHUBAN CHOWK, ROHINI, DELHI-110085

Ref. No.: TIAS/ICC/2025-26/02

Date: 01.08.2025

Internal Complaint Committee (ICC)

Minutes of Meeting

Date: 1st August, 2025

Time: 2:30 PM

Venue: Conference Room

Attendees:

S.No.	Name	Designation	Department
1.	Dr. Monisha	Chairperson	In/c Students'
2	Dr. Pooja Sharma	Member Secretary	HoD DMS
3	Dr. Shivendu Kr.	Member	HoD BA(JMC)
4	Ms. Preeti Batra	Member	PRO
5	Mr. Kunwar Deep Singh	Member	Academic Admin Officer
6	Mr. Yuvraj Luthra	Student Representative	MBA Student
7	Ms. Aanchal Bora	Student Representative	BA(JMC) Student
8	Dr. Bharat Jha	Representative- NGO & Media (Indraprastha Shiksha - Evam Khel Vikash Sangathan, Geeta Prakashan News)	Representative- NGO

Agenda

1. Discussion on the smooth functioning of the Internal Complaints Committee (ICC)
2. Initiatives to Spread Awareness Among Students About the ICC and Its Role
3. Strategies to Encourage Reporting and Support a Safe, Inclusive Campus Environment

Minutes of Meeting

1. Discussion on the Smooth Functioning of the ICC

- The Chairperson opened the discussion by emphasizing the importance of ensuring a proactive and accessible ICC on campus.
- Members reviewed existing processes for receiving and handling complaints, with a focus on improving response time and confidentiality measures.
- Suggestions were made to streamline documentation and case tracking to ensure efficiency and transparency in complaint resolution.

2. Initiatives to Spread Awareness Among Students About the ICC and Its Role

- Members discussed the need for greater visibility and understanding of the ICC's purpose, responsibilities, and the complaint process.
- Ideas included holding workshops, displaying informational flyers, and adding ICC information to the institute's website and student portals.

3. Strategies to Encourage Reporting and Support a Safe, Inclusive Campus Environment

- Members acknowledged that creating a supportive environment is key to encouraging students to report any issues without hesitation.
- Discussion highlighted the need for workshops on gender sensitivity, communication skills, and conflict resolution.



Internal Complaint Committee
Technic Institute of Advanced Studies
Maghuben Chowk, Rohini, Delhi-110

Dr. Pooja Sharma
Member Secretary