








Swami Keshvanand Institute of Technology,
Management & Gramothan
(Accredited by NAAC with 'A⁺⁺' Grade)

MOMs of Various Committees

: RAMNAGARIA (JAGATPURA), JAIPUR-302017 (RAJASTHAN), INDIA
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Swami Keshvanand Institute of Technology, Management & Gramothan,
Ramnagar, Jagatpura, Jaipur-302017, INDIA

Approved by AICTE, Ministry of HRD, Government of India
Recognized by UGC under Section 2(f) of the UGC Act, 1956
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Minutes of the meeting of Grievance Redressal Committee

Date: 04/08/2022

Meeting was held on Monday, August 04, 2022 at 11:30 pm in the Birma Board Room (Vikram Sarabhai Block) in presence of the committee constituted for AY-2022-23


- Dr. Ramesh Kumar Pachar, Chairperson
- Mrs. Rachna Meel, Convener
- Dr. Mukesh Arora, Member
- Dr. Sangeeta Vyas, Member


Agenda Item: To address the grievances reported by faculty/student and other staff members and decide the action plan to address the grievance.

It was unanimously conveyed to all that the grievances reported in Office-of Student Affairs (OSA), Student Grievance Redressal Committee, ICC/Women cell and SC/ST/OBC Committee. will be timely resolved .


Dr. Ramesh Kumar Pachar
(Chairperson)


Dr. Mukesh Arora
(Member)


Mrs. Rachna Meel
(Convener)


Dr. Sangeeta Vyas
(Member)



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Minutes of the meeting of Grievance Redressal Committee


Date: 10/01/2023


Meeting was held on Monday, January 10, 2023 at 12:30 pm in the Birma Board Room (Vikram Sarabhai Block) in presence of the committee constituted for AY-2022-23


- Dr. Ramesh Kumar Pachar, Chairperson
- Mrs. Rachna Meel, Convener
- Dr. Mukesh Arora, Member
- Dr. Sangeeta Vyas, Member

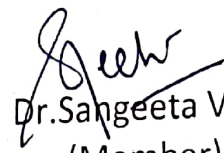
Agenda Item: To address the grievances reported by faculty/student and other staff members and decide the action plan to address the grievance.

It was unanimously conveyed to all that the grievances reported in Office of Student Affairs (OSA) and Student Grievance Redressal Committee have been resolved. The grievances & their redressal have been indicated in file no. 9A of Office of Student Affairs. No grievance against any individual by anyone has been reported by SC/ST/OBC Committee and ICC/Women cell


Dr. Ramesh Kumar Pachar
(Chairperson)


Dr. Mukesh Arora
(Member)


Mrs. Rachna Meel
(Convener)


Dr. Sangeeta Vyas
(Member)



Session 2022-2023

Minutes of Meeting

(Committee for prevention of caste based discrimination)

The meeting of Caste Based committee was held on 12th September, 2022 at 2:30 PM in 2F2 Vasudevaram's Block.

The following members were present:

- 1) Dr. Pramila Kumawat (Convener, Department of Mathematics)
- 2) Manoj Kumar Saha (Member, Department of ME)
- 3) Sanjay Bairwa (Member, Department of ME)
- 4) Mahesh Kumar Meena (Member, Department of EE)
- 5) Ruchi Mahawat (Member, Department of ECE)


The following points were discussed.

- 1) Issues related to Caste based in the institute.

Outcomes:

- 1) It has been found that no case associated to caste based discrimination

appeared in the Institute so far.


Convener
Dr. Pramila Kumawat
Professor

Department of Mathematics

Copy to: Director, Director (Academics), Principal, Dean, All HoDs, I/C B.Tech. I year, Head -Office of Faculty Affairs, Head-Office of student affairs



Swami Keshvanand Institute of Technology, Management & Gramothan
Ramnagar, Jagatpura, Jaipur

Session 2022-2023

Minutes of Meeting

(Committee for prevention of caste based discrimination)

The meeting of Caste Based committee was held on 9th January, 2023 at 2:30 PM in 2F2, Visvesvaraya Block.

The following members were present:

- 1) Dr. Pramila Kumawat (Convener, Department of Mathematics)
- 2) Manoj Kumar Sain (Member, Department of ME)
- 3) Sanjay Bairwa (Member, Department of ME) *Sanjay Bairwa*
- 4) Mahesh Kumar Meena (Member, Department of EE)
- 5) Ruchi Mahawar (Member, Department of ECE)

The following points were discussed.

- 1) Issues related to Caste based in the institute.
- 2) Awareness about the working of the constituted committee against caste based discrimination.

Outcomes:

- 1) It has been found that no case associated to caste based discrimination appeared in the Institute so far.
- 2) Schedule regular meetings with students to provide the awareness.

[Signature]
Convener
Dr. Pramila Kumawat
Professor

Department of Mathematics

Copy to: Director, Director (Academics), Principal, Dean, All HoDs, I/C B.Tech. I year, Head – Office of Faculty Affairs, Head-Office of student affairs

SKIT/ACC/2022/

Date: 30/08/2022

Women Cell

Minutes of meeting held on 29/08/22

The 1st Meeting of the Women Cell of the college with its reconstituted members for the academic session 2022-2023 was held on 29th Aug 2022 at 1.30 p.m. The members were made aware of objective and working of cell.


The Following Members joined:

- | | |
|--|--|
| 1. Dr. Sangeeta Gupta, Presiding officer | 6. Mrs. Seema Sharma- Member |
| 2. Dr. Krishna Dayal Sharma- Member | 7. Jayshree Sharma- Girls representative |
| 3. Dr. Anupriya Singh – Member | 8. Arvind Yadav- Boys Representative |
| 4. Dr. Savita Choudhary- Member | 9. Chakshit Gunidia- Boys Representative |
| 5. Mr. B. S. Sharma- Member | |

It was decided:

- that Motto of women cell is not just complaint redressal but upliftment of women and environment affecting women.
- to conduct an orientation program for newly admitted girls to make them aware of Women cell and it's working. They should be informed about the government support services and college support services as well as objectives and role of this committee for their well being.
- that Annual action plan is to be discussed in next meeting of the women cell.

Regarding matters relating to complaint, the house confirm that not a single complain from the girl students have been received by the Committee, hence redressal is NIL



Dr. Sangeeta Gupta
(Presiding officer)

Women Cell

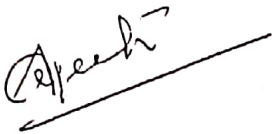
Minutes of meeting held on 2/11/22

The Meeting of the Women's Cell of the college with Its members was held on 2nd November 2022 .

The Following Members were present:

1. Dr.Sangeeta Gupta, Presiding officer
2. Dr. Krishna Dayal Sharma- Member
3. Dr. Anupriya Singh – Member
4. Dr. Savita Choudhary- Member
5. Arvind Yadav- Boys Representative

- Action plan for the session 2022-23 was discussed.
- It was decided to organize awareness programmes, defense workshop, skill development programmes, Inspirational & motivational lectures & personality development programmes related with woman, throughout the year.
- Regarding matters relating to complaints, it was found that there is not a single case of sexual harassment brought to the notice of the Cell so far, the redressal matter is nil.



Dr.Sangeeta Gupta

(Presiding officer)

Date:28/01/2023

SKIT/ICC/2023/

Women Cell

Minutes of meeting held on 27/01/23

The Meeting of the Women's Cell of the college with its members was held on 27th Jan 2023 at 2.30 p.m.

The Following Members were present:

1. Dr. Sangeeta Gupta, Presiding officer
2. Dr. Krishna Dayal Sharma- Member
3. Dr. Anupriya Singh – Member
4. Dr. Savita Choudhary- Member

- It was decided that in order to celebrate International Womens Day on 8th March, impactful events/programmes will be organized in the week beginning from 1st March, 2023.
- Regarding matters relating to complaints, it was found that there is not a single case of sexual harassment brought to the notice of the Cell so far, the redressal matter is nil.



Dr.Sangeeta Gupta
(Presiding officer)



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SKIT/OSA/2022-23/07

Date: -06/01/2023

Minutes of Meeting

Office of Student Affairs

The team of OSA discussed and reviewed the following points with respect to the grievances put up in the office till date

1. To indicate the grievance immediately and this was done up till now.
2. To discuss and forward the grievance to the concerned person/authority.
3. To focus upon the grievance redressal.

Members

Dr. Swati Joshi

Dr. Chandan Kumar

Mr. Kailash Soni

6/01/2023
Dr. Sangeeta Vyas
(Head, Student Affairs)

Copy to:

Director, Director (Acad.) Registrar, Principal, Dean, File

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Ramnagaria, Jagatpura, Jaipur

Session 2022-2023

Minutes of Meeting

(Committee for prevention of caste based discrimination)

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The following members were present:

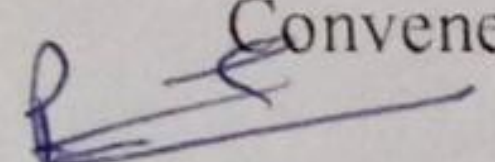
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- 5) Ruchi Mahawar (Member, Department of ECE)

The following points were discussed.

- 1) Issues related to Caste based in the institute.

Outcomes:

- 1) It has been found that no case associated to caste based discrimination appeared in the Institute so far.


Convener
Dr. Pramila Kumawat
Professor

Department of Mathematics

Copy to: Director, Director (Academics), Principal, Dean, All HoDs, I/C B.Tech. I year, Head –Office of Faculty Affairs, Head-Office of student affairs



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Ramnagaria, Jagatpura, Jaipur

Session 2022-2023

Minutes of Meeting

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The following points were discussed.

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Dr. Pramila Kumawat
Professor

Department of Mathematics

Copy to: Director, Director (Academics), Principal, Dean, All HoDs, I/C B.Tech. I year, Head – Office of Faculty Affairs, Head-Office of student affairs



**Swami Keshvanand Institute of Technology, Management &
Gramothan, Ramnagar, Jagatpura, Jaipur-302017**

Minutes of the meeting of Anti Ragging Committee, November, 2022-23

The meeting was held on 10, November, 2022 at 9:00 am. at the Birma Board Room (Vikram Sarabhai Block) under the chairmanship of Dr. Ramesh Kumar Pachar, Principal. The following members were present:

1. Dr. Ramesh Kumar Pachar, Principal
2. Dr. Ashish Nayyar, Professor, Department of Mechanical Engineering
3. Mr. Anirudh Mathur, Associate Professor, Department of Civil Engineering
4. Dr. Jyoti Arora, Associate Professor, Department of Mathematics
5. Mr. Jagdish Rai Choudhary, House Manager

The following points were addressed during the meeting.

1. Introduce the purpose of the meeting: to raise awareness about the harmful effects of ragging and to promote an anti-ragging culture in our institution.
2. To create awareness among the students about Anti ragging.
3. Take all necessary measures for prevention of Ragging inside the Campus/ Hostels.
4. Encouraging students to familiarize themselves with rules, regulations, guidelines, and codes of conduct is a vital step in creating a respectful and disciplined college environment.
5. All the college students are informed about Anti ragging and all students filled their anti ragging affidavit form online.
6. Dealing promptly and stringently with incidents of ragging is essential to send a clear message that such behavior will not be tolerated.

Dr. Ramesh Kumar Pachar
Principal