



The Berar General Education Society's
**Shri Radhakisan Laxminarayan
Toshniwal
College of Science, Akola (M.S.)
(Shri R.L.T. College of Science)**

Recognized by Government of Maharashtra
Affiliated to Sant Gadge Baba Amravati University, Amravati



**5th Cycle of NAAC
ASSESSMENT AND ACCREDITATION**

CRITERION V

Students Support and Progression

Key Indicator – 5.1

Student Support

5.1.5

**The Institution has a Transparent mechanism for
timely redressal of student grievances including sexual
harassment and ragging cases**

Implementation of guidelines of statutory/regulatory bodies

- A. Students must not loiter in the college compound or in the corridors. They should spend their leisure time in the library.**
- B. While ascending or descending the stairs, students should avoid over crowding and shouting. They must keep to their left on the stairs.**
- C. Students are strictly forbidden to enter the office, Professors, common room and Principal's office without permission.**
- D. Noisy behavior by any student in the college premises, lecture hall or near the office is strictly prohibited.**
- E. Students shall be in their seats in the classroom before start of the lecture. No student should enter or leave the class without permission.**
- F. Student not attending the theory classes of a particular subject will not be allowed to attend the practical of the subject. Irregular attendance in their theory or practical may lead to not forwarding the examination application form to university, if attendance is less than 75%.**
- G. Students must take proper care of the college properties such as furniture and electrical fixtures etc. Any damage done to the college property will have to be made good by them and also they are liable to be removed from the college with bad remarks.**
- H. Students must not bring with them unauthorized person in the college premises. Strict disciplinary action will be taken against the students who violate this rule.**
- I. Students are not allowed to carry personal possessions like Jewelry items, Purse, cash, gold, etc. in the college campus.**
- j. The use of mobile phones is strictly prohibited in the college campus.**

General Rules :-

Every student of this college has to follow the dress code prescribed by the college.

Report
ICC / Women Cell
2023-24

Women Cell/ Internal Complaint Committee (ICC)

The Women cell/ Internal Complaint Committee (ICC) of Shri RLT College of Science, Akola was formally constituted with Nine members it consists of (Faculty member, Non-teaching and Student representative) to probe into the student grievances. It redresses the grievances at departmental level and grievances of common interest will be forwarded to the ICC. The Cell maintains a conducive and unprejudiced educational environment. Complaints of students and parents are redressed as soon as they are received. All complaints are scrutinized by the Women Cell/ICC Cell and the resolutions are recorded.


Objectives

- Women Cell/Internal Complaint Committee (ICC)
- Cell to Prevent Sexual Harassment of Women

Grievance Handling Mechanism

- The Women Cell/ICC shall follow the principles of natural justice while considering the grievances
- Student aggrieved can send their grievance through suggestion boxes which is situated near main building (Wing D) or through Personal Contact to the Women Cell/ICC Cell.
- All complaints are collected, analysed, scrutinized and handled by the College Women Cell/ICC
- After scrutinize the complaints, General in nature (Teacher, Facilities and Examination) complaints are addressed by College Women Cell/ICC Cell and other complaints are send to respective cells as per it's nature to 'Anti Ragging Cell' (physical and psychological harm) and 'Cell to Prevent Sexual Harassment of Women' (discrimination, harassment, retaliation or sexual assault at all levels)
- The ICC shall resolve the grievance within period of fifteen days of receiving the complaint
- The Women Cell/ICC Cell shall provide a copy of the order to the aggrieved person(s).
- After receiving the complaint, the concerned parties are called and give equal opportunities to put their point of views. This process makes it more transparent and unbiased.
- If required Women Cell/ICC Cell will forward grievances to management on the basis of severity of the issue.

Depending on the seriousness of the problem, the issues are settled by the Cell or by the Principal in consultation with other members of the management, parents and faculty. The collective efforts of the management, department heads, class teachers, various staff coordinators of clubs and associations and the ICC resolve the complaints promptly and efficiently. The effective complaint management mechanism improves better stakeholder relationship and contentment. Due to existence of Women Cell/ICC the students, teachers and non-teaching staff get a functional platform to share their issues and grievances. The judicious resolution and vigorous engagement of Women Cell/ICC has resulted in creation of faith and belief in the system. This has resulted in the development of vibrant, friendly and conducive environment in the institution.


Principal
Jhri R.L.T College of Science
Civil Lines, Akota (M.S.)



The Berar General Education Society's, Akola
(Regd. No. F65 B'bay Public Trust Act.)

SHRI RADHAKISAN LAXMINARAYAN TOSHNIWAL COLLEGE OF SCIENCE, AKOLA

(R.L.T. COLLEGE OF SCIENCE)
CIVIL LINES, AKOLA - 444 001 (MAHARASHTRA)

: Recognized By :

Govt. of Maharashtra & Permanently Affiliated to S. G. B. Amravati University, Amravati.

Ph. No. 0724 - 2415480
Ph. No. 0724 - 2415650
Post Box No.60

NAAC REACCREDITED
GRADE 'A'
WITH CGPA - 3.18

COLLEGE CODE - 210
www.rltsc.edu.in
E-mail: rltcollegeakola@gmail.com

L.No.: _____

Date:

Shri R.L.T. College of Science, Akola
Internal Complaint Committee (ICC) 2023-24

- | | | |
|----|------------------------------------|----------------------------------|
| 1. | Asst. Prof. Dr. S. B. Tadam | Presiding Officer |
| 2. | Asst. Prof. Dr. Mrs. K. M. Heda | Faculty Member |
| 3. | Asst. Prof. Dr. Mrs. A. A. Sangole | Faculty Member |
| 4. | Mr. K.Y. Patil | Non Teaching Employee |
| 5. | Smt. J. A. Gite | Non Teaching Employee |
| 6. | Adv. Mamta Tiwari | External NGO |
| 7. | Ms. Gayatri Kirtane | UG Student Representative |
| 8. | Ms. Karishma Panjawani | PG Student Representative |
| 9. | Ms. Kanchan Mangtani | Research Scholars representative |

Date: 12.07.23



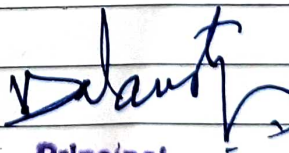
Principal
Dr. V.D. Nanoty
Principal
Shri R.L.T. College of Science
Akola

Constitution of ICC/Women's cell 2023-24:

For the session 2023-24, Internal Complaint Committee (ICC)/ women's cell was composed in Shri R.L.T. College of Science, Akola as follows.

1. Asst. Prof. Dr. S. B. Tadani Presiding Officer
2. Asst. Prof. Dr. Mrs. K. M. Heda Faculty member
3. Asst. Prof. Dr. Mrs. A. A. Sangole Faculty member
4. Mr. K. Y. Patil Non-teaching Employee
5. Smt. J. A. Aite Non-teaching Employee
6. Adv. Mamta Tiwari External member (N.G.O.)
7. Ms. Gayatri Kirtane UG- Student Representative
8. Ms. Karishma Panjwani PG- Student Representative
9. Ms. Kanchan Mangtani Research Scholar Representative




Principal
Shri R.L.T. College of Science
Civil Lines, AKOLA (M.S.)

Minutes of the meeting held on

Dt. 12.07.2023

ICC/Women's cell Meeting No. 1:

The first meeting of ICC/Women's cell for the session 2023-24 was arranged on 12.07.23 in Principal's Cabin.

The agenda of the meeting was as follows.

1. Nomination of Undergraduate, Postgraduate and Research scholar student representative.

2. Organization of the program for girl student.

3. Working of ICC

4. Subject coming for discussion at the time.

Following members of the committee were present.

1. Principal Dr. V. D. Nanoty

Nanoty

2. Asst. Prof. Dr. S. B. Tadani

Tadani

3. Asst. Prof. Dr. K. M. Heda

Heda

4. Asst. Prof. Dr. A. A. Sangole

Sangole

5. Mr. K. Y. Patil

Patil

6. Smt. J. A. Gite

Gite

The discussion were held in the meeting and the following decisions were taken.

1. Following students were selected as student representative on the committee for this session.

1. Ms. Gayatri Kirtane from B.Sc. as U.G. student representative.

2. Ms. Karishma Panjwani from M.Sc. as P.G. student representative.

3. Ms. Kanchan Mangtani as Research Scholar representative.

2. It was decided that the working of ICCI Women's cell will be done as per the guideline given by the Maharashtra State Commission for women.

3. It was decided to organize a program for girl student.

Shri R.L.T. College of Science, Akola
Women's Cell and ICC
(2023-24)

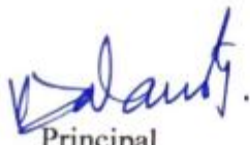
Notice

All the girl students of Degree College are hereby informed that they should drop their Grievances/suggestions, if any in the suggestion box placed near the office.

Date: 13.07.23


Chairperson
Women's Cell & ICC




Principal
Shri R.L.T. College of Science,
Akola

ICC/Women's Cell Meeting No. 2:

Date:

/ /

Page No.:

The meeting of ICC/Women's Cell was arranged on 7th August 2023 at 3.30pm

The agenda of the meeting was opening of suggestion box and redressal of incoming complaints.

Following members of the committee were present.

1. Asst. Prof. Dr. S.B. Tadam



2. Asst. Prof. Dr. Mrs. K.M. Heda



3. Asst. Prof. Dr. Mrs. A.A. Sangole



4. Smt. J.A. Gite



5. Ms. Gayatri Kirtane



The suggestion box was opened and it was found to be empty.

To,
The Principal
Shri R.L.T. College of Science,
Akola.

Sub: Report of first opening of suggestion box.

Respected sir,

The suggestion box was opened on 7th August 2023.

It was found to be empty and no suggestion/ grievance were dropped by the students.

Following members of the committee were present.

1. Asst. Prof. Dr.Ms. S.B.Tadam
2. Asst. Prof. Dr.Mrs. K.M. Heda
3. Asst. Prof. Dr.Mrs. A.A. Sangole
4. Smt. J.A. Gite
5. Ms. Gayatri Kirtane

Thanking you.

Date: 9.08.2023

Place: Akola

Yours faithfully



(Asst. Prof. Dr. S.B. Tadam)

ICC/Women's cell Meeting No. 3:

The meeting of ICC/Women's cell was arranged on 09.10.2023

The agenda of the meeting was opening of suggestion box and redressal of incoming complaints.

Following members of the committee were present.

1. Dr. S. B. Tadam

2. Dr. K. M. Heda

3. Dr. A. A. Sangole

4. Smt. J. A. Aite

The suggestion box was opened and following complaints were made by students.

1. Cleaning of girls common room 1 complaint.

2. Refill of sanitary napkins in vending machine. 1 complaint.

Above complaints were conveyed to Principal and with the help of non-teaching staff following actions were taken on these complaints.

1. Girls common room was cleaned and ordered to maintain cleanliness.

2. Vending machine was refilled by sanitary napkins.

Date: 05-10-2023

To,
The principal
Shri R.L.T. College of Science,
Akola

Subject: Request regarding cleaning of girls
common room.

Respected Sir,

We writing to express my concern and
disappointment regarding the cleanliness of
our common room. Despite repeated requests
the room remains unclean and untidy

This situation is not only unpleasant
but also creates an unhealthy environment
for residents. I request that you take
immediate action to address this issue and
ensure regular cleaning of the common room

Thank you for your attention to this matter.

Name:

Yours Sincerely
Girls of Shri RLT
College of Science, Akola

▷ Dipali Laudker Dipali.L

2▷ Gauhi Rajput G.Rajput

Date :- 07-10-2023

To,
The Principal,
Shri. R.L.T. College of Science,
Akola.

Subject :- Request for Refilling Sanitary Pad
Machine

Respected Sir,

I hope this letter finds you well. I am writing to bring to your attention the need to refill the sanitary pad machine installed in girls' common room of our college.

We kindly request that machine be refilled at the earliest convenience. This would greatly benefit the female students.

Thank you for your time and consideration

Name :-

- 1) Harsha Tiwari
- 2) Anuzadha Dharamkar
- 3) Anuja Banole

Yours Sincerely
Girls of Shri R.L.T.
College of Science, Akola.

To,
The Principal
Shri R.L.T. College of Science,
Akola.

Sub: Report of second opening of suggestion box.

Respected sir,

The suggestion box was opened on 9th October 2023.
Following suggestion was made by students.

- | | |
|--|-------------|
| 1. Cleaning of girls common room | 1 complaint |
| 2. Refill of sanitary napkins in vending machine | 1 complaint |

Following members of the committee were present.

1. Asst. Prof. Dr. S.B.Tadam
2. Dr. K.M. Heda
3. Dr. A.A. Sangole
4. Smt. J.A.Gite

Thanking you.

Date: 12.10.2023

Place: Akola

Yours faithfully



(Asst. Prof. Dr. S.B. Tadam)

Shri R.L.T. College of Science, Akola
Internal Complaint Committee (ICC) 2023-24

I/we Dipali Laudker the students of Shri R.L.T. College of

Science, Akola has lodge a complaint about Cleaning of girls' common room

Our complaint has now been resolved.

Date: 11/10/2023

Dipali L.
Students Signature

Shri R.L.T. College of Science, Akola
Internal Complaint Committee (ICC) 2023-24

I/we Anuradha V. Dharamkar, the students of Shri R.L.T. College of
Science, Akola has lodge a complaint about Refilling of sanitary pad machine
Our complaint has now been resolved.

Date: 11-10-2023

Anuradha
Students Signature

ICC/Women's cell Meeting No. 4:

The meeting of ICC/Women's cell was arranged on 8th January 2024 at 3:30pm

The agenda of the meeting was opening of suggestion box and redressal of incoming complaints.

Following members of the Committee were present.

1. Dr. S. B. Tadam Tadam
2. Dr. K. M. Heda Heda
3. Dr. A. A. Sangole Sangole
4. Smt. J. A. Aite Aite
5. Ms. Gayatri Kivotane Kivotane
6. Ms. Karishma Panjwani Panjwani

The suggestion box was opened and it was found to be ~~an~~ empty and no suggestion/grievance were dropped by the students.

To,
The Principal
Shri R.L.T. College of Science,
Akola.

Sub: Report of third opening of suggestion box.

Respected sir,

The suggestion box was opened on 8th January 2024.

It was found to be empty and no suggestion/ grievance were dropped by the students.

Following members of the committee were present.

1. Asst. Prof. Dr. S. B. Tadam
2. Asst. Prof. Dr. K.M. Heda
3. Asst. Prof. Dr. Mrs. A.A. Sangole
4. Smt. J.A. Gite
5. Ms. Gayatri Kirtane
6. Ms. Karishma Panjawani

Thanking you.

Date: 11.01.2024

Place: Akola

Yours faithfully



(Asst. Prof. Dr. S.B. Tadam)

ICC/Women's cell Meeting No. 5:

The meeting of ICC/Women's cell was arranged on 4th March 2024 at 3.30 pm.

The agenda of the meeting was opening of suggestion box and redressal of incoming complaints.

Following members of the committee were present.

1. Dr. S. B. Tadam



2. Dr. K. M. Heda



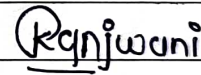
3. Dr. A. A. Sangole



4. Ms. Gayatri Kirtane



5. Ms. Karishma Panjwani



The suggestion box was opened and following complaint was made by student

1. Water shortage in girls
Common room.

↓ Complaint

Above complaint was conveyed to principal and with the help of non-teaching staff following action was taken on ~~these~~ this complaint.

- Water made available to the students and order them to use the water properly.

Date :- 02-03-24

To,
The principal
Shri R.L.T College of Science,
Akola

Subject :- Complaint regarding water shortage
in Girls common Room.

Respected Sir,

I hope this letter finds you well. The girls common room has been facing a severe water shortage, causing immense inconvenience to us. The washbasin lack a steady water supply. This has made it difficult for us to maintain personal hygiene and refresh ourselves during breaks.

We kindly request you to ~~make~~ take immediate action to address this issue.

Some possible solutions could be :

- Ensuring a steady water supply to the washbasin.
- ~~Ensuring~~ Increasing the frequency of water supply to the common room.

Thank you for your attention to this matter

Name :-

- 1) Ku. Manisha Lakhpurkar M.L.
- 2) Anuja Banole Banole
- 3) Anuradha Dharamkar. Dharamkar

Yours Sincerely,
Girls of Shri
RLT college of
Science, Akola.

Shri R.L.T. College of Science, Akola
Internal Complaint Committee (ICC) 2023-24

I/we Manisha D. Lakhurkar..... the students of Shri R.L.T. College of

Science, Akola has lodge a complaint about Complaint on water shortage in
Girls common room.

Our complaint has now been resolved.

Date: 07-03-2024

M. Lakhurkar
.....
Students Signature

Shri R.L.T. College of Science, Akola
Women's Cell & ICC
(2023-24)

Action Taken Report

1. Cleaning of Girls Common room : Girls common room is cleaned and orders to maintain cleanliness

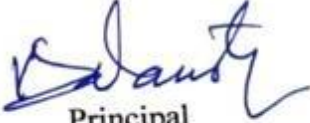
2. Refill of sanitary napkins in vending machine : Vending machine was refilled by sanitary napkins

3. Water shortage in girl's common room : Water made available to the students and order them to use the water properly

Date: 25.04.24

Place: Akola




Principal
Shri R.L.T. College of Science,
Akola

Shri R.L.T. College of Science, Akola
Report –Women’s Cell & Internal Complaint Committee (ICC) 2023-24

The Committee executed its work as follows –

- As per the guideline about the formation of Internal Complaint Committee (ICC) given by Maharashtra State Commission for women, Mumbai, Women’s Cell & ICC was composed on 12.07.23 in Shri R.L.T. College of Science, Akola when the regular theory and practical classes started in the academic session 2023-24.
- Care was taken by the committee members for the comfort of the girl students by providing a common room for girl students, a separate vehicle parking, maintaining the cleanliness of the campus etc. The whole college premises are under observation of CCTV cameras by the Principal.
- The flex of ICC and suggestion box has been fixed near the Principal’s office to collect girl’s grievances. The Women’s Cell & ICC circulated the notice for girl students to drop their suggestions, grievances in suggestion box. During this session the box was open four times in the months of August, October, January, & March. Most common complaints received were about the shortage of water and about the refill of sanitary napkins in vending machine.

Complaints were conveyed to Principal and with the help of nonteaching staff complaints were resolved.

- Women’s Cell and Internal Complaint Committee (ICC) in collaboration with IIC and IQAC of Shri R. L. T. College of Science, Akola celebrated International Women’s Day on 7th March 2024. The program was presided over by Principal Dr.V.D.Nanoty. On this occasion all the women employees of the college were felicitated by the college by the hands of Dr. V. D. Nanoty. The first lady professor of the college, Dr. Archana Amley was felicitated with a shawl and bouquet.

In presidential speech, Dr. Nanoty appreciated the women employees of the college for their valuable contribution in the college work. The program was conducted by H.O.D. of Chemistry, Asso. Prof. Dr. Agrawal. Vote of thanks was delivered by Dr. Tadam.





- A one-day skill development workshop was organized for women of village at the Mahila Mela in NSS camp. Dr. Kavita Heda, National Program Officer, introduced the chief guests. The workshop provided training in making herbal products ((Perfumes, Mosquito repellents, Air freshner, Pain relief oil, Floral disinfections, Skin glowing cream etc), aiming to promote entrepreneurship among village women. Dr. Poonam Agrawal(H.O.D. of Chemistry, Crystal club), the resource person, trained the participants in a simple and effective manner. The goal was to empower village women and girls to start low-cost home industries without requiring significant capital investment. The workshop was presided over by Asst. Prof. Dr. Sujata Tadam, and the program was inaugurated by the Mahila Bachat Gat. The dais was graced by Prof. Dr. Archana Amley, Asst. Prof. Ms. Vaishali Badgujar, Asst. Prof. Dr. Anjali Sangole, Asst. Prof. Dr. Rashmi Joshi and Asst. Prof. Ms. Sonali Gawande. The event was attended by village women, and National Service Scheme girls."



- Due to the vigilance of the committee members together with all the staff members, the curricular as well as extra-curricular activities were carried out in a peaceful atmosphere in the college. **There was no complaint of sexual harassment among the students and staff till date.**


Committee Members:

- | | | |
|----|------------------------------------|---|
| 1. | Asst. Prof. Dr. S. B. Tadam | Chairperson |
| 2. | Asst. Prof. Dr. Mrs. K. M. Heda | Member |
| 3. | Asst. Prof. Dr. Mrs. A. A. Sangole | Member |
| 4. | Mr. K.Y. Patil | Member |
| 5. | Smt. J. A. Gite | Member |
| 6. | Adv. Mamta Tiwari | Member (External NGO) |
| 7. | Ms. Gayatri kirtane | Member
(UG Student Representative) |
| 8. | Ms. Karishma Panjawani | Member
(PG Student Representative) |
| 9. | Ms. Kanchan Mangtani | Member
(Research Scholar representative) |

Date: 25.04.2024


Chairperson
(Asst. Prof. Dr. S. B. Tadam)




Principal
(Dr. V. D. Nanoty)
Principal
Shri R.L.T.College of Science
Akola

Report
Anti Ragging Committee
2023-24

The Berar General Education Society, Akola
SHRI R.L.T. COLLEGE OF SCIENCE, AKOLA
Anti-Ragging Committee

Introduction

The College has Constituted the Anti-Ragging Committee in the year 2015-2016. The following instructions are framed to prevent the menace of ragging and foster healthy interpersonal relations among students in the campus of Shri R.L.T. College of Science, Akola. Ragging is strictly forbidden in or outside the college campus. All students shall familiarize themselves with rules/regulations/guidelines on code of conduct, anti-ragging measures and discipline College. All 'new comers' students are interested to attend counseling sessions organized for them from time to time by the college staff.

Objectives

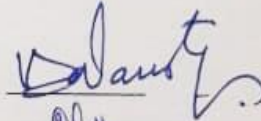
1. To aware the students of dehumanizing effect of ragging inherent in its perversity.
2. To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence.
3. To promptly and stringently deal with the incidents of ragging brought to our notice.

Functions of Committee

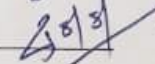
1. To consider the complaints received from the students and conduct enquiry and submit report to the Anti-Ragging Committee along with punishment recommended for the offenders.
2. Oversee the procedure of obtaining undertaking from the students in accordance with the Provisions.
3. Conduct workshops against ragging menace and orient the students.
4. To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls.
5. To create awareness among the students about Anti ragging.
6. To take all necessary measures for prevention of Ragging inside the Campus/ Hostels.

Committee

- | | | |
|----|------------------------|----------|
| 1. | Dr. V.D. Nanoty | Chairman |
| 2. | Dr. R.D. Chandrawanshi | Member |
| 3. | Dr. R.L. Rahatgaonkar | Member |









The Berar General Education Society, Akola
Shri RLT College of Science, Akola
Anti-Ragging Committee
Report 2023-24

Anti-ragging committee was formed to aware student about anti ragging act and to prevent the menace of ragging and maintain healthy inter personal relation amongst students in the college campus. Ragging is strictly forbidden in or outside the college campus. For this purpose, the anti-ragging committee has been actively functioning.

In the academic year 2023-24 all the college students are informed about anti ragging act through counselling at the time of admission process and regular teaching classes. Freshers were counseled by college principal and all committee members and the information was given about anti ragging act on 15.7.2023. In this session there were no crises of ragging happened in or outside the campus of college.

I am thankful to all committee members. All class in charge, administrative staff members and students.

Report: No ragging cases is reported in this session 2023-24.

Chairman

Committee Members:

- | | |
|----------------------------|--------|
| 1. Dr. R. D. Chandrawanshi | Member |
| 2. Dr. R. M. Agrawal | Member |
| 3. Dr. S. L. Munde | Member |
| 4. Dr. R. P. Joshi | Member |
| 5. Dr. R. L. Rahatgaonkar | Member |