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## Index

Criterion No: 5.1.5

Criteria Details: Minutes of Meeting

S.No.	Particulars	Date	Annexure No.
1.	Notice regarding girls' issues	09/05/23	Annexure I
2.	Notice for "Sanskriti"	09/05/23	Annexure II
3.	Notice regarding maintenance of girl's room	24/02/23	Annexure III
4.	Notice regarding new semester	11/02/23	Annexure IV
5.	Notice regarding any girls issue in the campus	01/11/22	Annexure V
6.	Notice regarding Dehradun Film Festival	09/11/22	Annexure VI
7.	Notice regarding Fresher's party and Anti-Ragging	17/11/22	Annexure VII
8.	Notice regarding mechanism of Grievances and its regulations	01/09/22	Annexure VIII
9.	Notice regarding essential requirements in girl's common room	27/08/22	Annexure IX

# **Criteria 5.1.5**

## **Minutes of Meeting (MOM)**



# TULA'S DEHRADUN INSTITUTE

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Affiliated: \* Uttarakhand Technical University \* Sri Dev Suman Uttarakhand University \* Uttarakhand Board of Technical Education

Ref: Tula's/ICC/0523/5

Dated: 09-05-2023

## Notice

It is hereby informed to the concerned members of the **Internal Complaint Committee (ICC)** that a meeting is to be held on **Wednesday, 10<sup>th</sup> May' 2023**, beginning at **3:00 PM** in the Central Library.

Following faculty members and the student members are kindly requested to ensure their presence on time:

1. Mrs Babita Sharma, Librarian, (Internal Committee Member)
2. Ms Nanse, Assistant Professor, EC, (Internal Committee Member)
3. Mr Naresh Kumar, (Assistant Registrar, Exam)
4. Lovepreet Kaur, (BBA, 2<sup>nd</sup> year) Student Member

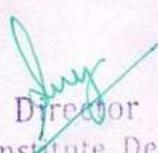
### **Meeting Agenda:**

1. Action taken for previous meeting.
2. Regarding any girl student's issues in the campus.
3. Next event planning for the current academic session.



CC:

Director  
Dean Academics  
Dean (M&A)  
All HoDs

  
Director  
Tula's Institute, Dehradun

### **Vision**

- To emerge as an academic centre producing world class professionals promoting innovation and research.

### **Mission:**

- Promote intellectual and skilled human capital generation employment and entrepreneurship.
- Be educational centre of excellence of multi ethnicity and diversity.
- Establish as technology driven teaching learning institution.
- Provide world class platform for research and innovation.
- Inculcate social, environmental, heritage values.

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Affiliated: \* Uttarakhand Technical University \* Sri Dev Suman Uttarakhand University \* Uttarakhand Board of Technical Education

## Internal Complaint Committee (ICC)

### Minutes of Meeting (MOM)

Ref: Tula's/ICC/0523/06

Date/Time	10/05/23 / 3:00 PM		
Venue	Central Library		
Minutes noted by:	Ms Nanse		
Chairperson	Dr (Ms) Prerana Badoni		
Attendees	Designation	Signature	
Dr Prerana Badoni	Chairperson		
Ms Babita Sharma	Member		
Mr Naresh	Member		
Ms Nanse	Member		
Ms Lovepreet Kaur	Student Member		
Absentees	Reason		
Mr Ritik Tyagi	Out of town		
Ms Geetika Sharma	Out of town		
Ms Bharti Kalra	On leave		
Ms Leenakshi	Out of town		
Agenda	Actions		
	No	Actionee	
ICC 02.01: Action taken for previous meeting	01.	All members	Done
ICC 02.02: Regarding any girl student issues in the campus	02.	Ms Babita	Done
ICC 02.03: Next event planning for the current academic session	03.	All members	16/05/23

#### Discussion/Suggestions:

- Chairperson welcomed all the members of the Internal Complaint Committee present at the meeting.
- She has discussed in the meeting that all the agenda of the previous meeting has been successfully completed.
- Regarding girl student issues in the girls' hostel was discussed with the student member and it was concluded that there is no issue or complaint in the campus by any girl student at present.
- It was also discussed in the meeting that an event on the theme "Women in Entrepreneurship Development" is to be organized during the current session and is scheduled for 16<sup>th</sup> May.



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Director

Tula's Institute, Dehradun

Date: 09/05/23

Ref:

### **NOTICE**

This is to inform you that a meeting of Proctor Board of Tula's Institute will be held on 10/05/23 at 02:00 PM in the proctor office.

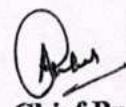
All members are requested to attend the same.

#### **Agenda of meeting:**

- Regarding upcoming Cultural fest 'Sanskriti'.

The following are invited to attend the meeting:

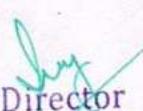
S.no	Name of the Committee member	Dept. & Desig.
1	Mr. Ankur Kumar	Chief Proctor (Department of CE)
2	Mr. Ashish Kumar	Member (Department of CE)
3	Mr. Anurag Kumar	Member (Department of CSE)
4	Mr. Anupam Nautiyal/ Ms. Sonal Bahuguna / Mr. Karan Kumar	Member (Department of GSB)
5	Mr. Tauseef Iqbal	Member (Department of JMC)
6	Mr. Sachin	Member (Department of ME)
7	Ms. Nanse	Member (Department of ECE)
8	Mr. Mohit Kumar	Member (Department of EEE)
9	Mr. Sanoj Mandal	Member (Department of Applied Science)
10	Mr. Shivendra Mishra	Member (Department of Agriculture)
11	Dr. Ahmad Jamal	Member (Department of CA)



Chief Proctor

Chief Proctor  
Tula's Institute, Dehradun

Cc: Director/Registrar/Dean Academics/All HOD's



Director  
Tula's Institute, Dehradun

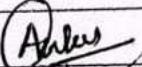
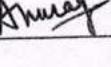
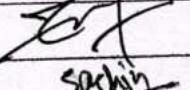
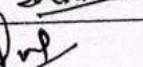
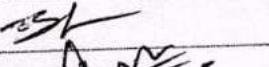
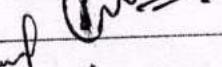
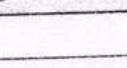
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### (Minutes of Meetings)

Date/Time	10/05/23/02:00PM		
Venue:	Proctor Office		
Minutes taken by:	Ms. Nanse		
Chairperson	Mr. Ankur Kumar		
Attendee:	Dept. & Desig.	Time	Signature:
Mr. Ankur Kumar	DSW & Chief Proctor (CSE)	02:00PM	
Mr. Ashish Kumar	Member (CE)	02:00PM	
Mr. Anurag Kumar	Member (CSE)	02:00PM	
Mr. Anupam Nautiyal/ Ms. Sonal Bahuguna/ Mr. Karan Kumar	Member (GSB)	02:00PM	
Mr. Tauseef Iqbal	Member (BJMC)	02:00PM	
Mr. Sachin	Member (ME)	02:00PM	
Ms. Nanse	Member (ECE)	02:00PM	
Mr. Mohit Kumar	Member (EEE)	02:00PM	
Mr. Sanoj Mandal	Member (Applied Sciences)	02:00PM	
Mr. Shivendra Mishra	Member (Agriculture)	02:00PM	
Dr. Ahmad Jamal	Member (CA)	02:00PM	
Absent:			Reason

#### Agenda:

Discussion was on upcoming Cultural fest Sanskriti.

Issues	Actions		
	No.	Actionee	Due Date
1. Chairperson welcomes all the committee members.	1	-	
2. Duties were assigned to maintain the discipline and decorum of the college.	2	All members	25/5/23
3. Night hostel round to be taken to avoid any unnecessary activity.	3	All members	25/5/23



Director

Tula's Institute, Dehradun

### Discussions/ Resolutions:

- Duties have been allocated for the Cultural Fest Sanskriti.

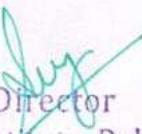
#### Copy to:

All actionee: for necessary action



(Chief Proctor)

Chief Proctor  
Tula's Institute, Dehradun

  
Director

Tula's Institute, Dehradun



Ref: Tula's/ICC/0223/01

Dated: 24-02-2023

## Notice

It is hereby informed to the concerned members of the Internal Complaint Committee (ICC) that a meeting is to be held on Saturday, 25<sup>th</sup> February' 2023, beginning at 3:00 PM in Central Library.

Following faculty members and the student members are kindly requested to ensure their presence on time:

1. Mrs Babita Sharma, Librarian, (Internal Committee Member)
2. Dr (Mrs) Bharti Kalra, Associate Professor, CS, (Internal Committee Member)
3. Ms Nanse, Assistant Professor, EC, (Internal Committee Member)
4. Leenakshi Negi, (Civil, 3<sup>rd</sup> year) Student Member
5. Lavpreet Kaur, (BBA, 2<sup>nd</sup> year) Student Member
6. Ritik Tyagi, (BCA, 2<sup>nd</sup> year) Student Member

### **Meeting Agenda:**

1. Maintenance of girls' common room.
2. Proposal to Extension committee for Women's week celebration.



**CC:**

Director  
Registrar  
Dean Academics  
Dean (M&A)  
All HoDs

*Suy*  
**Director**  
Tula's Institute, Dehradun

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### Internal Complaint Committee (ICC)

#### Minutes of Meeting (MOM)

Ref: Tula's/ICC/0323/01

Date/Time	25/02/23 / 3:00 PM		
Venue	Library		
Minutes noted by:	Dr Prerana Badoni/ Ms Nanse		
Chairperson	Dr (Ms) Prerana Badoni		
Attendees	Designation	Signature	
Dr Prerana Badoni	Chairperson		
Dr Bharti Kalra	Member		
Ms Babita Sharma	Member		
Ms Nanse	Member		
Ms Leenakshi Negi	Student Member		
Ms Lovepreet Kaur	Student Member		
Absentees	Reason		
Mr Ritik Tyagi	Out of town		
Ms Geetika Sharma	Out of town		
Agenda	Actions		
	No	Actionee	Expected Due Date
ICC 01.01: Maintenance of girls' common room.	01.	Ms Babita	28/02/23
ICC 01.02: Proposal to Extension committee for Women's week celebration.	02.	Extension Head, Ms Nanse	02/03/23

#### Discussion/Suggestions:

1. ICC chairperson welcomed all the other members of the Internal Complaint Committee were present at the meeting.
2. It was discussed in the meeting that the girls' common room is to be maintained properly. Bedsheets, curtains are to get washed and to check expiration dates on first-aid box.
3. It was concluded in the meeting that a proposal is to be given to Head, Extension Committee to organize an event on oncoming International Women's Day.

Next meeting will take place on 29<sup>th</sup> April' 23.

Director  
Tula's Institute, Dehradun



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Date: 11/02/23

Ref:

### **NOTICE**

This is to inform you that a meeting of Proctor Board of Tula's Institute will be held on 13/02/23 at 02:00 PM in the proctor office.

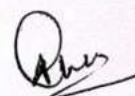
All members are requested to attend the same.

#### **Agenda of meeting:**

1. Regarding commencement of the new semester.
2. Regarding counselling of the students to ensure proper discipline and dress code.
3. To stop students from loitering and to make sure they get at classes on time.

The following are invited to attend the meeting:

S.no	Name of the Committee member	Dept. & Desig.
1	Mr. Ankur Kumar	Chief Proctor (Department of CE)
2	Mr. Ashish Kumar	Member (Department of CE)
3	Mr. Anurag Kumar	Member (Department of CSE)
4	Mr. Anupam Nautiyal/ Ms. Sonal Bahuguna/ Mr. Karan Kumar	Member (Department of GSB)
5	Mr. Tauseef Iqbal	Member (Department of JMC)
6	Mr. Sachin	Member (Department of ME)
7	Ms. Nanse	Member (Department of ECE)
8	Mr. Mohit Kumar	Member (Department of EEE)
9	Mr. Sanoj Mandal	Member (Department of Applied Science)
10	Mr. Shivendra Mishra	Member (Department of Agriculture)
11	Dr. Ahmad Jamal	Member (Department of CA)



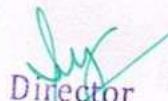
**Chief Proctor**



Director

**Chief Proctor**  
Tula's Institute, Dehradun

Cc: Director/Registrar/Dean Academics/All HOD's

  
Tula's Institute, Dehradun

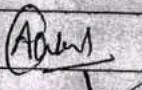
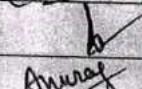
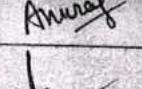
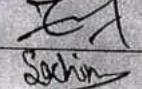
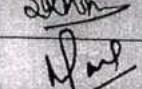
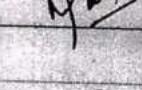
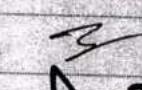
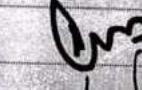
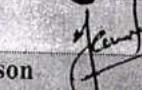
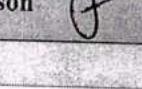
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### (Minutes of Meetings)

Date/Time	13/02/23/02:00PM		
Venue:	Proctor Office		
Minutes taken by:	Ms. Nanse		
Chairperson	Mr. Ankur Kumar		
Attendee:	Dept. & Desig.	Time	Signature:
Mr. Ankur Kumar	Chief Proctor(CE)	02:00PM	
Ashish Kumar	Member(CE)	02:00PM	
Mr. Anurag Kumar	Member(CSE)	02:00PM	
Mr. Anupam Nautiyal/ Ms. Sonal Bahuguna / Mr. Karan Kumar	Member(GSB)	02:00PM	
Mr. Tauseef Iqbal	Member(BJMC)	02:00PM	
Mr. Sachin	Member(ME)	02:00PM	
Ms. Nanse	Member(ECE)	02:00PM	
Mr. Mohit Kumar	Member(EEE)	02:00PM	
Mr. Sanoj Mandal	Member(Applied Sciences)	02:00PM	
Mr. Shivendra Mishra	Member(Agriculture)	02:00PM	
Dr. Ahmad Jamal	Member(CA)	02:00PM	
Present:		Reason	

#### Agenda:

Discussion was on commencement of new semester.

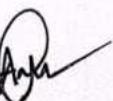
Issues	Actions		
	No.	Actionee	Due Date
1. Chairperson welcomes all the committee members.	1	-	
2. Regarding counselling of the students to ensure proper discipline and dress code.	2	All members	27/2/23
3. A board member will conduct rounds following lunch, and if a student is observed intentionally abandoning their lecture, the department head of that department will be informed.	3	All members	27/2/23
4. To stop students from loitering and to make sure they get at classes on time.	4	All members	27/2/23

### Discussions/ Resolutions:

- Provide counseling to the students to ensure proper discipline and dress code

#### Copy to:

All actionee: for necessary action



(Chief Proctor)

Chief Proctor  
Tula's Institute, Dehradun



Director  
Tula's Institute, Dehradun



Ref: Tula's/ICC/1122/01

Dated: 01-11-2022

## Notice

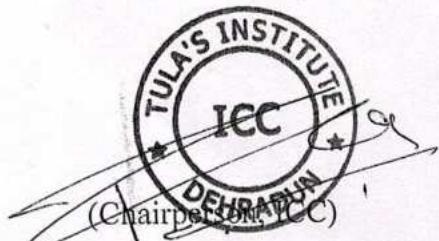
It is hereby informed to the concerned members of the **Internal Complaint Committee (ICC)** that a meeting is to be held on **Wednesday, 02<sup>nd</sup> November' 2022**, beginning at **4:00 PM** in ICC office.

Following faculty members and the student members are kindly requested to ensure their presence on time:

1. Mrs Babita Sharma, Librarian, (Internal Committee Member)
2. Dr (Mrs) Bharti Kalra, Associate Professor, CS, (Internal Committee Member)
3. Ms Nanse (Assistant Professor, EEE, (Internal Committee Member)
4. Leenakshi Negi, (Civil, 3<sup>rd</sup> year) Student Member
5. Lavpreet Kaur, (BBA, 2<sup>nd</sup> year) Student Member
6. Ritik Tyagi, (BCA, 2<sup>nd</sup> year) Student Member

### Meeting Agenda:

1. Action taken for previous meeting.
2. Regarding any girl student's issues in the campus.
3. Events to be organized for the current academic session.



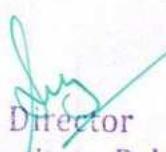
CC:

Registrar

Dean Academics

Dean (M&A)

All HoDs

  
Director  
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Affiliated: \* Uttarakhand Technical University \* Sri Dev Suman Uttarakhand University \* Uttarakhand Board of Technical Education

### Internal Complaint Committee (ICC) Minutes of Meeting (MOM)

Ref: Tula's/ICC/1122/02

Date/Time	02/11/22 / 4:00 PM		
Venue	Girls' Common Room		
Minutes noted by:	Dr. Bharti Kalra		
Chairperson	Dr (Ms) Prerana Badoni		
Attendees	Designation	Signature	
Dr Prerana Badoni	Chairperson		
Ms Babita Sharma	Member		
Dr. Bharti Kalra	Member		
Ms. Nanse	Member		
Lovepreet Kaur	Student Member		
Leenakshi Negi	Student Member		
Ritik Tyagi	Student Member		
Absentees	Reason		
Ms Geetika Sharma	Out of town		
Agenda		Actions	
	No	Actionee	
ICC 02.01: Action taken for previous meeting	01	All members	Done
ICC 02.02: Regarding any girl student's issues in the campus	02.	ICC Head	Done
ICC 02.03: Events to be organized for the current academic session	03.	All members	November Third week

#### Discussion/Suggestions:

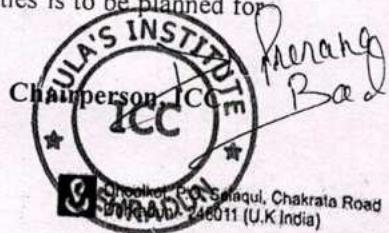
- Chairperson welcomed all the members of the Internal Complaint Committee present at the meeting.
- She has discussed in the meeting that all the agenda of the previous meeting has been successfully completed. All the requirements of the Girls' common room have been completed and awareness program for the 1<sup>st</sup> year girls has been successfully conducted.
- Regarding any issues by any girl student has been discussed with the student member and concluded that there is no issue or any complaint in the campus by any girl student.
- It was discussed in the meeting that an event should be organized during the session and tentative schedule is third week of November.
- It was concluded in the meeting that an event regarding ICC including activities is to be planned for girl students during the session.

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Director  
Tula's Institute, Dehradun

Date: 07/11/22

Ref:

### NOTICE

This is to inform you that a meeting of Proctor Board of Tula's Institute will be held on 09/11/22 at 01:00 PM in the proctor office.

All members are requested to attend the same.

#### Agenda of meeting:

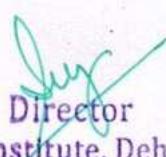
1. Duties need to be allocated for the Dehradun International Film Festival.
2. Regarding counselling of the students to ensure proper etiquette and dress code.
3. Regarding routine round.

The following are invited to attend the meeting:

S.no	Name of the Committee member	Dept. & Desig.
1	Mr. Ankur Kumar	Chief Proctor (Department of CE)
2	Mr. Ashish Kumar	Member (Department of CE)
3	Mr. Anurag Kumar	Member (Department of CSE)
4	Mr. Anupam Nautiyal/ Ms. Sonal Bahuguna / Mr. Karan Kumar	Member (Department of GSB)
5	Mr. Tauseef Iqbal	Member (Department of JMC)
6	Mr. Sachin	Member (Department of ME)
7	Ms. Nanse	Member (Department of ECE)
8	Mr. Mohit Kumar	Member (Department of EEE)
9	Mr. Sanoj Mandal	Member (Department of Applied Science)
10	Mr. Shivendra Mishra	Member (Department of Agriculture)
11	Dr. Ahmad Jamal	Member (Department of CA)



Chief Proctor



Director  
Tula's Institute, Dehradun

Cc: Director/Registrar/Dean Academics/All HOD's

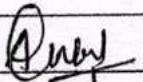
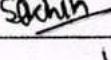
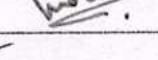
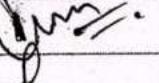
#### Vision

- To emerge as an academic centre producing world class professionals promoting innovation and research.

#### Mission:

- To promote intellectual and skilled human capital generation employment and entrepreneurship.
- To be educational centre of excellence of multi ethnicity and diversity.
- To establish as technology driven teaching learning institution.
- To provide world class platform for research and innovation.
- To inculcate social, environmental, heritage values.

### (Minutes of Meetings)

Date/Time	9/11/22/01:00PM		
Venue:	Proctor Office		
Minutes taken by:	Ms. Nanse		
Chairperson	Mr. Ankur Kumar		
Attendee:	Dept. &Desig.	Time	Signature:
Mr. Ankur Kumar	Chief Proctor(CE)	01:00PM	
Mr. Ashish Kumar	Member(CE)	01:00PM	
Mr. Anurag Kumar	Member(CSE)	01:00PM	
Mr. Anupam Nautiyal/ Ms. Sonal Bahuguna / Mr. Karan Kumar	Member(GSB)	01:00PM	
Mr. Tauseef Iqbal	Member(BJMC)	01:00PM	
Mr. Sachin	Member(ME)	01:00PM	
Ms. Nanse	Member(ECE)	01:00PM	
Mr. Mohit Kumar	Member(EEE)	01:00PM	
Mr. Sanoj Mandal	Member(Applied Sciences)	01:00PM	
Mr. Shivendra Mishra	Member(Agriculture)	01:00PM	
Dr. Ahmad Jamal	Member(CA)	01:00PM	
Absent:		Reason	

#### Agenda:

Discussion was on upcoming Dehradun International Film Festival.

Issues	Actions		
	No.	Actionee	Due Date
1. Chairperson welcomes all the committee members.	1	-	
2. Discuss the review of the previous meeting.	2	All members	22/11/22
3. Members of the Proctor Board will provide counselling to ensure proper etiquette and attire.	3	All members	22/11/22
4. A board member will conduct rounds following lunch, and if a student is observed intentionally abandoning their lecture, the department head of that department will be informed.	4	All members	22/11/22



# TULA'S DEHRADUN

INSTITUTE

NAAC **A+**  
ACCREDITED INSTITUTE  
HIGHEST RATING AMONGST  
COLLEGES & UNIVERSITIES IN  
UTTARAKHAND

Approved by AICTE, Ministry of HRD, Govt. of India • ISO 9001:2015

Affiliated: •V.M.S.B Uttarakhand Technical University • Sri Dev Suman Uttarakhand University •Uttarakhand Board of Technical Education

**Discussions/ Resolutions:** Duties have been allocated for the Dehradun International Film Festival.

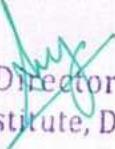
**Copy to:**

All actionee: for necessary action



(Chief Proctor)

Chief Proctor  
Tula's Institute, Dehradun



Director  
Tula's Institute, Dehradun

Ref:

Date: 17/09/22

### **NOTICE**

This is to inform you that a meeting of Proctor Board of Tula's Institute will be held on 19/09/22 at 11:00 AM in the proctor office.

All members are requested to attend the same.

#### **Agenda of meeting:**

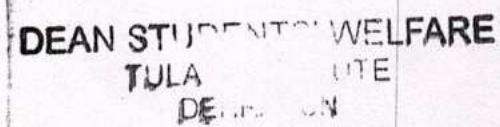
1. Duties need to be allocated for the fresher's party.
2. Conduct an awareness program on anti-ragging for the students.
3. Regarding monitoring measures to prevent ragging.
4. Regarding routine round.

The following are invited to attend the meeting:

S.no	Name of the Committee member	Dept. & Desig.
1	Dr. Sachin Kumar	DSW & Chief Proctor(CSE)
2	Mr. Ashish Kumar	Member(CE)
3	Mr. Anurag Kumar	Member(CSE)
4	Mr. Anupam Nautiyal/ Ms. Sonika Joshi / Mr. Karan Kumar	Member(GSB)
5	Mr. Tauseef Iqbal	Member(BJMC)
6	Mr. Sachin	Member(ME)
7	Ms. Nanse	Member(ECE)
8	Mr. Mohit Kumar	Member(EEE)
9	Mr. Sanoj Mandal	Member(Applied Sciences)
10	Mr. Prabhat Choudhary	Member(Agriculture)
11	Dr. Ahmad Jamal	Member(CA)

Cc: Director/Registrar/Dean Academics/All HOD's

*Jyoti*  
Director  
Tula's Institute, Dehradun



#### **Vision**

- To emerge as an academic centre producing world class professionals promoting innovation and research.

#### **Mission:**

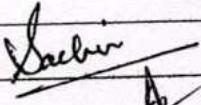
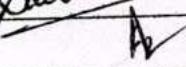
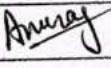
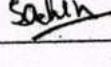
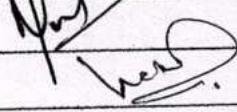
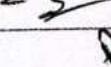
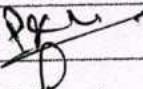
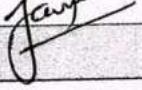
- To promote intellectual and skilled human capital generation employment and entrepreneurship.
- To be educational centre of excellence of multi ethnicity and diversity.
- To establish as technology driven teaching learning institution.
- To provide world class platform for research and innovation.
- To inculcate social, environmental, heritage values.

Dhookhol, P.O. Selaqui, Chakrata Road, Dehradun - 248011 (U.K. India)

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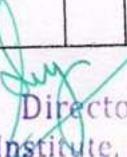
### (Minutes of Meetings)

Date/Time	19/09/22/02:00PM		
Venue:	Proctor Office		
Minutes taken by:	Ms. Nanse		
Chairperson	Dr. Sachin Kumar		
Attendee:	Dept. & Desig.	Time	Signature:
Dr. Sachin Kumar	DSW & Chief Proctor (CSE)	11:05AM	
Mr. Ashish Kumar	Member(CE)	11:00AM	
Mr. Anurag Kumar	Member(CSE)	11:00AM	
Mr. Anupam Nautiyal/ Ms. Sonika Joshi / Mr. Karan Kumar	Member(GSB)	11:00AM	
Mr. Tauseef Iqbal	Member(BJMC)	11:00AM	
Mr. Sachin	Member(ME)	11:00AM	
Ms. Nanse	Member(ECE)	11:00AM	
Mr. Mohit Kumar	Member(EEE)	11:00AM	
Mr. Sanoj Mandal	Member(Applied Sciences)	11:00AM	
Mr. Prabhat Choudhary	Member(Agriculture)	11:00AM	
Dr. Ahmad Jamal	Member(CA)	11:00AM	
Absent:		Reason	

#### Agenda:

Discussion was made for upcoming fresher's party.

Issues	Actions		
	No.	Actionee	Due Date
1. Chairperson welcomes all the committee members.	1	-	-
2. Discuss the review of the previous meeting.	2	All members	7/10/22
3. Conduct an awareness program on anti-ragging for the students.	3	All members	7/10/22
4. Regarding monitoring measures to prevent ragging.	4	All members	7/10/22
5. A board member will conduct rounds following lunch, and if a student is observed purposefully leaving their lecture, the department head of that department will be notified.	5	All members	October Last week

  
Director  
Tula's Institute, Dehradun

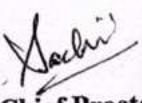


## Discussions/ Resolutions:

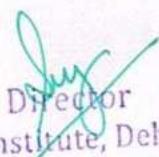
- Conduct an awareness program on anti-ragging for the students.
- Duties have been allocated for the Fresher's Party.

### Copy to:

All actionee: for necessary action

  
(Chief Proctor)

Chief Proctor  
Tula's Institute, Dehradun

  
Director  
Tula's Institute, Dehradun

Date:01/09/22

Ref:

### NOTICE

This is to inform you that a meeting of Proctor Board will be held on 02/09/22 at 02:00 PM in the proctor office.

All members are requested to attend the same.

#### Agenda of meeting:

1. The mechanism of redressal of Grievances and its regulation discussed, following are the highlights of the meeting-
  - Grievance Redressal Committee should consider individual grievance of the students and staffs.
  - Ensure that there is an investigation of facts and figures related to the problem.
  - Redress girl students, lady staff and lady faculty separately.
2. Counselling will be provided by Proctor Board members to maintain decorum and follow proper dress code.
3. The board member will take rounds after lunch hours and if any student is found leaving his/her lecture intentionally, then information will be given to their respective departmental head. The following are invited to attend the meeting:

S.no	Name of the Committee member	Dept. & Desig.
1	Dr. Sachin Kumar	DSW & Chief Proctor(CSE)
2	Mr. Ashish Kumar	Member(CE)
3	Mr. Anurag Kumar	Member(CSE)
4	Mr. Anupam Nautiyal/ Ms. Sonika Joshi / Mr. Karan Kumar	Member(GSB)
5	Mr. Tauseef Iqbal	Member(BJMC)
6	Mr. Sachin	Member(ME)
7	Ms. Nanse	Member(ECE)
8	Mr. Mohit Kumar	Member(EEE)
9	Mr. Sanoj Mandal	Member(Applied Sciences)
10	Mr. Prabhat Choudhary	Member(Agriculture)
11	Dr. Ahmad Jamal	Member(CA)

Cc: Director/Registrar/Dean Academics/All HOD's

*Dinesh*  
Tula's Institute, Dehradun

*Sach*  
DSW  
DEAN STUDENT WELFARE  
TULA'S  
DEHRADUN

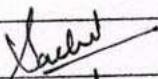
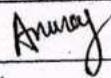
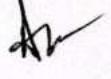
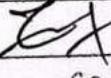
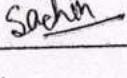
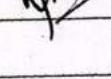
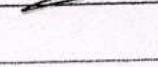
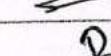
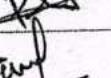
#### Vision

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- To inculcate social, environmental, heritage values.

### (Minutes of Meetings)

Date/Time	02/09/22/02:00PM		
Venue:	Proctor Office		
Minutes taken by:	Ms. Nanse		
Chairperson	Dr. Sachin Chaudhary		
Attendee:	Dept. & Desig.	Time	Signature:
Dr. Sachin Kumar	Chief Proctor (CSE)	02:00 PM	
Mr. Ashish Kumar	Member (CE)	02:00 PM	
Mr. Anurag Kumar	Member (CSE)	02:00 PM	
Mr. Anupam Nautiyal/ Ms. Sonika Joshi / Mr. Karan Kumar	Member (GSB)	02:00 PM	
Mr. Tauseef Iqbal	Member (BJMC)	02:00 PM	
Mr. Sachin	Member (ME)	02:00 PM	
Ms. Nanse	Member (ECE)	02:00 PM	
Mr. Mohit Kumar	Member (EEE)	02:00 PM	
Mr. Sanoj Mandal	Member (Applied Sciences)	02:00 PM	
Mr. Prabhat Choudhary	Member (Agriculture)	02:00 PM	
Dr. Ahmad Jamal	Member (CA)	02:00 PM	
Absent:	Reason		

#### Agenda:

Discussion on mechanism of Redressal of Grievances.

Issues	Actions		
	No.	Actionee	Due Date
1. Chairperson welcomes all the committee members.	1	-	
2. The mechanism of redressal of Grievances and its regulation discussed, following are the highlights of the meeting- <ul style="list-style-type: none"> <li>Grievance Redressal Committee should consider individual grievance of the students and staffs.</li> <li>Ensure that there is an investigation of facts and figures related to the problem.</li> <li>Redress girl's students, lady staff and lady faculty separately.</li> </ul>	2	All members	September Last week
3. Counselling will be provided by Proctor Board members to maintain decorum and follow proper dress code.	3	All members	September Last week

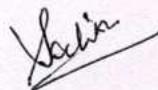
4.	The board member will take rounds after lunch hours and if any student is found leaving his/her lecture intentionally, then information will be given to their respective departmental head.	4	All members	September Last week
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**Discussions/ Resolutions:** The mechanism of redressal of Grievances and its regulation discussed, following are the highlights of the meeting-

- Grievance Redressal Committee should consider individual grievance of the students and staffs.
- Ensure that there is an investigation of facts and figures related to the problem.
- Redress girl students, lady staff and lady faculty separately.

**Copy to:**

All actionee: for necessary action



(Chief Proctor)



Chief Proctor  
Tula's Institute, Dehradun

Director  
Tula's Institute, Dehradun

Ref: Tula's/ICC/0822/01

Dated: 27-08-2022

### Notice

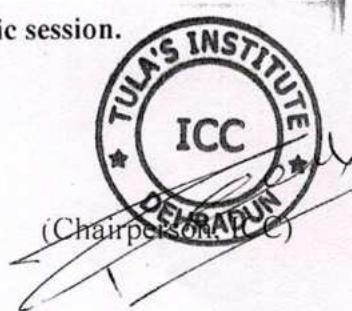
It is hereby informed to the concerned members of the **Internal Complaint Committee (ICC)** that a meeting is to be held on **Monday, 29<sup>th</sup> August' 2022**, beginning at **3:00 PM** in IQAC office.

Following faculty members and the student members are kindly requested to ensure their presence on time:

1. Mrs Babita Sharma, Librarian, (Internal Committee Member)
2. Dr (Mrs) Bharti Kalra, Associate Professor, CS, (Internal Committee Member)
3. Leenakshi Negi, (Civil, 3<sup>rd</sup> year) Student Member
4. Lavpreet Kaur, (BBA, 2<sup>nd</sup> year) Student Member
5. Ritik Tyagi, (BCA, 2<sup>nd</sup> year) Student Member

#### Meeting Agenda:

1. Reconstitution of ICC members.
2. Essential Requirements for Girls' Common Room.
3. Upcoming Awareness Program/Events for the current academic session.



CC:

- Director (For kind information please)  
 Registrar (For kind information please)  
 Dean Academics (For kind information please)  
 Dean (M&A) (For kind information please)  
 All HoDs (For kind information please)



Director  
 Tula's Institute, Dehradun

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## Internal Complaint Committee (ICC)

### Minutes of Meeting (MOM)

Ref: Tula's/ICC/0822/01

Date/Time	29/08/22 / 3:00 PM	
Venue	IQAC Office	
Minutes noted by:	Mrs Babita Sharma	
Chairperson	Dr (Ms) Prerana Badoni	
Attendees	Designation	Signature
Dr Sandeep Vijay	Director	
Dr Nishant Saxena	Dean, Academics	
Dr Prerana Badoni	Chairperson	
Ms Babita Sharma	Member	
Lovepreet Kaur	Student Member	
Leenakshi Negi	Student Member	
Absentees	Reason	
Dr (Mrs) Bharti Kalra	Urgency at home	
Ritik Tyagi	Out of town	
Ms Geetika Sharma	Out of town	
Agenda		Actions
ICC 01.01: Reconstitution of the committee.	01	PA to Director 31/08/22
ICC 01.02: Essential requirements for girls' common room.	02.	ICC Head 31/08/22
ICC 01.03: Awareness program for the current session.	03.	All members October First week

#### Discussion/Suggestions:

1. Director Sir welcomed the new Chairperson and all the other members of the Internal Complaint Committee were present at the meeting.
  2. He has reconstituted the committee in the meeting. A formal letter/notification from the Director's office is to be issued to the respective members.
  3. It was discussed in the meeting that a requirement list for the girls' common room is to be prepared and to be sent to the Registrar sir.
  4. It was concluded in the meeting that awareness program regarding ICC including activities is to be planned for girl students during the session.
- Next meeting will take place on 20<sup>th</sup> October' 22.



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- Establish as technology driven learning institution
- Provide world class platform for research and innovation.
- Inculcate social, environmental, heritage values

Dhoikot, P.O. Selaqui, Chakrata Road  
Dehradun - 248011 (U.K India)

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Director  
Tula's Institute, Dehradun