

ST ANTHONY'S COLLEGE

(A Don Bosco Institution)

SHILLONG 793 001

MEGHALAYA - INDIA

NAAC Re-Accredited with 'A'

College with Potential for Excellence (awarded by UGC)

CRITERIA 5

Student Support and Progression

Details of Student grievances

Minutes of Meetings

2021



ST. ANTHONY'S COLLEGE, SHILLONG

College with Potential for Excellence
Affiliated to North Eastern Hill University

Minutes of Meeting of the Grievance Redressal Cell
Meeting Date: 16/11/2020

The meeting of the Grievance Redressal Cell was held at 2:00 PM online over Zoom Platform.

The meeting was held online over Zoom platform and convened by the Staff Convener. In attendance were the Principal, Vice-Principal, IQAC coordinator, Staff Convener and Student representatives (Department Representatives).

Only two grievances were discussed. These are –

1. Difficulty in attending classes due to network issues.
2. Ebooks should be made available to students.

The meeting concluded with a vote of thanks from the Staff Convener, with the promise that action will be taken wherever feasible.



Rev. Br. Dr. Albert L. Dkhar

Principal

Principal
St. Anthony's College
Shillong - 793001
Meghalaya - India

The meeting ended with the concluding words from the Principal.

Name	Designation	Signature
Dr. Br. Albert L Dkhar	Principal	<i>br</i>
Fr. Saji Stephen	Vice-Principal	<i>Saji</i>
Fr. Devasia Vazhayil	Rector	<i>Devasia Vazhayil</i>
Ms. Arlene Kharnongrum	Counsellor	<i>Arlene Kharnongrum</i>
Prof. Lydia Bang	Asst. Co-Ordinator(Women Cell)	<i>Lydia</i>
Dr. Anjan Das	Director, MCA	<i>Anjan</i>
Dr. Indira L Singha	Associate Professor	<i>Indira</i>
Prof. Aiusha V Hujon	Assistant Professor	<i>Aiusha</i>
Adv. Khalid Khan	Legal Expert	-
Dr. A. Ahmed	Associate Professor	-
Prof. Kerma S Lyngdoh	Rtd. Pro VC NEHU	-
Dr. Fr. George Palamattam	Counsellor	-

br

Principal
St. Anthony's College
Shillong - 793001
Meghalaya, India

Minutes of Meeting of the Anti-Ragging Cell
Meeting Date: 5/05/2020

Anti-Ragging Monitoring Committee
St. Anthony's College, Shillong

The Anti-Ragging Monitoring Committee for the academic session 2019-20 was held on 05th June 2020 at 11:00 a.m. in the Principal's Office to discuss on different agenda.

The following Committee Members were present:

Sl No.	Name	Designation	Signature
1	Br. Dr. Albert Longley Dkhar	Principal	
2	Fr. Gervastus Nongkseh	Vice Principal	
3	Dr. Fr. Joby Joseph	Rector	
4	Shri. Syntew Manik Syiemlieh	Faculty	
5	Smt. Arlene Kharongrum	Faculty	
6	Shri. Khalid Khan	Advocate	
7	Smt. Medari Tham	Faculty	
8	Dr. H. G. Lyngdoh	Faculty	
9	Shri. Recordius E. Kharbani	Faculty	
10	Smt. Darhun J. Kharongrum	Faculty	

The meeting started sharply at 11:00 a.m. under the Chairmanship of Br. Albert L. Dkhar, SDB, PhD. He welcomed all the members to the meeting and introduced new members Dr. H. G. Lyngdoh, Shri. Recordius E. Kharbani, Smt. Darhun J. Kharongrum, Smt. Medari Tham and Shri. Khalid Khan. Then the meeting was carried out on the following agenda:

Agenda 1 Regarding confirmation of the previous meeting of the Anti-Ragging Committee held on 28th March 2019, the house unanimously confirmed the minutes of the previous meeting.

Agenda 2 Regarding measures taken for eradicating the menace of ragging in the college, it was decided by the members that ragging should be monitored closely by the squad in and around the campus as a result the students particularly the new comers should be encouraged to pursue their education without any fear and difficulties.

Agenda 3 Regarding matters relating to complaint, there was no such case before the committee showing that the college campus is free of ragging which had been during the past and the college is still maintaining the status.

As there were no other items for discussion, the meeting ended up with a vote of thanks to the members present.


Br. Albert L. Dkhar, SDB, PhD

Chairman, Anti-ragging Monitoring Committee.

Principal
St. Anthony's College
Shillong - 791001
Meghalaya, India

Minutes of Meeting of the Anti-Ragging Cell
Meeting Date: 10/03/2021

Anti-Ragging Monitoring Committee

St. Anthony's College, Shillong

The Anti-Ragging Monitoring Committee for the academic session 2020-21 was held on 10th March 2021 at 4:00 p.m. in the Principal's Office to discuss on various agenda.

The Following Committee Members were present:

Sl. No	Name	Designation	Signature
1	Br. Dr. Albert Longley Dkhar	Principal	
2	Fr. Gerysius Nongkseh	Vice Principal	
3	Dr. Fr. Joby Joseph	Rector	
4	Shri. Syntiew Manik Syiemlieh	Faculty	
5	Smti. Arlene Kharnongrum	Faculty	
6	Shri. Khalid Khan	Advocate	
7	Smti. Medari Tham	Faculty	
8	Dr. H. G. Lyngdoh	Faculty	
9	Shri. Recordius E. Kharbani	Faculty	
10	Smti. Darihun J. Kharnongrum	Faculty	

The meeting started with a prayer led by Fr. Joby Joseph. The Principal congratulated the monitoring team for their tireless effort to ensure that the menace of ragging is nil in the college. After this, the following agenda were discussed -

Agenda 1: Regarding confirmation of the previous meeting of the Anti-Ragging Committee held on June 05, 2020, the house unanimously confirmed the minutes of the previous meeting.

Agenda 2: Confirmation/adoption of reconstitution of Anti-Ragging Committee in compliance to the UGC Regulations and amendments, it was decided that student representatives be included in the Committee so that student members will be able to share with fellow students, the measures that are being taken by the college to eradicate the menace of ragging. In this regard, it was decided to include Student Coordinators and Class representatives in the squad.

Agenda 3: Regarding matter relating to complaint, there was no such case before the committee either from the departments nor from the hostels because most of the classes were in ONLINE mode, showing that the college campus is free of ragging which had been during the past.

As there were no other items for discussion, the meeting ended up with a vote of thanks to the members present.



Br. Albert L. Dkhar, sdb, PhD
Chairman, Anti-ragging Monitoring Committee
Principal
St. Anthony's College
Shillong - 793001
Meghalaya, India

Minutes of Meeting of the Women's Anti-Harassment (WAH) Cell
Meeting Date: 11/11/2020

Minutes of the Meeting
"Women's Anti-Harassment Cell"

Date: 11th November 2020

Time: 12:00 pm

Members Present:

Prof. Lydia Bang (President) *Lydia Bang*
Prof. Cathy Saiborne (General Secretary) *Cathy Saiborne*
Prof. Clara Erwine Sawian
Prof. Emilia P. F. Lynrah *Emilia P. F. Lynrah*
Prof. Amy. A. L. Nongpiur *Amy. A. L. Nongpiur*
Smt. Ellereen M. Mukhim *Ellereen M. Mukhim*
Smt. Carolync J Thabah *Carolync J Thabah*
Prof. Arlene Khamongrum *A. Khamongrum*

- An online meeting was held after a long time, so the President welcomed all the members.
- The members were then provided a platform to share their feelings and experiences through the Pandemic. It has been a difficult year for many but however members expressed their enthusiasm in seeing each other online.
- The president then reminded all the members to be vigilant at difficult times like this and try to reach out to students or staff who are in need of help.
- The president then thanked all the members.



Principal
St. Anthony's College
Shillong - 793001
Meghalaya, India

**Minutes of Meeting of the Women's Anti-Harassment (WAH)
Cell Meeting Date: 06/05/2021**

St. Anthony's College, Shillong
Women's Anti-Harassment (WAH) Cell
Minutes of the Meeting held on the 06.05.2021

- The meeting was held through Zoom platform and commenced at 3:30 pm.
- Members present:
 - Fr. Joby Joseph (Rector)
 - Rev. Br. Dr. Albert L. Dkhar (Principal)
 - Fr. Gervasius Nongkseh (Vice Principal)
 - Dr. Sarah Kharbuli (Coordinator)
 - Dr. G. Zirsanglani (Asst. Coordinator)
 - Ms. Thywill Susngi
 - Mr. Bablu Rajak
 - Prof. Meerandah Kharkongor
 - Prof. Karen Mihsill
 - Prof. Megdaiyne Pyngrope
 - Ms. Laridashisha Wahlang
 - Ms. Lalremkimi Hauhulh (Student Representative)
- A short welcome was given by the Principal of the college, Rev. Br. Dr. Albert L. Dkhar, sdb, after which the time was handed over to the Rector of the college, Fr. Joby Joseph, sdb, for the opening prayer and a few words of encouragement stressing on the need to create a positive environment for all and supporting the family culture that is prevalent in the college.
- Brother Principal introduced the members of the Cell and quoted St. John Paul II on the task of every man is the dignity of every woman and vice versa. He then enlightened the members on the tasks of the WAH Cell such as –
 1. Ensuring safety of women on campus.
 2. Safeguard women's rights on campus
 3. Inculcate a habit of personal hygiene and etiquette
 4. Empower women of their rights and create awareness on gender issues
 5. WAH of the college will constitute to maintain harmonious atmosphere in the campus
- Brother Principal also informed that-
 1. WAH Cell should work in close collaboration with the Grievance Redressal Cell of the college.
 2. Aggrieved party can submit written complaints to any member of the Cell. Frivolous complaints should not be taken lightly and should be fined.
 3. WAH Cell meetings should be at least once per semester making it twice a year.
 4. Seminars/workshops/lectures should be by specialists who are balanced to create a healthy environment in the college and we should remember we are creating awareness for future families. Also, the seminars/workshops/lectures should be in line with

However, what cannot be seen should be taken care of as well so that things should never escalate




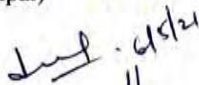
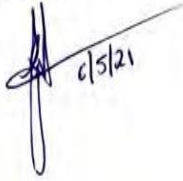

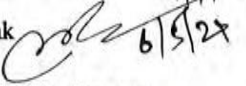
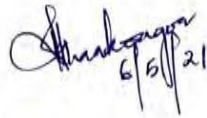
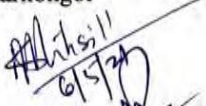

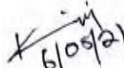
- A copy of the functions of the WAH Cell will be provided to the Coordinator, Dr. Sarah Kharbuli. It was also suggested by Dr. Grace Zirsangliani to have a WhatsApp group of members of the cell
- In conclusion, Dr.Sarah Kharbuli thanked everyone present in the meeting



Minutes of Meeting of the Women's Anti-Harassment (WAH) Cell
Meeting Date: 06/05/2021

St. Anthony's College, Shillong
Women's Anti-Harassment (WAH) Cell
Minutes of the Meeting held on the 06.05.2021

- The meeting was held through Zoom platform and commenced at 3:30 pm.
- Members present:

- Fr. Joby Joseph (Rector) 
- Rev. Br. Dr. Albert L. Dkhar (Principal) 
- Fr. Gervasius Nongkseh (Vice Principal) 
- Dr. Sarah Kharbuli (Coordinator) 
- Dr. G. Zirsanglani (Asst. Coordinator) 
- Ms. Thywill Susngi 
- Mr. Bablu Rajak 
- Prof. Meerandah Kharkongor 
- Prof. Karen Mihsill 
- Prof. Megdalyne Pyngrope 
- Ms. Laridashisha Wahlang
- Ms. Lalremkimi Hauhulh (Student Representative) 

- The Principal of the college, Rev. Br. Dr. Albert L. Dkhar sdb welcomed the members, after which the time was handed over to the Rector of the college, Fr. Joby Joseph, sdb, for the opening prayer and a few words of encouragement stressing on the need to create a positive environment for all and supporting the family culture that is prevalent in the college.
- Brother Principal introduced the members of the Cell and quoted St. John Paul II on the task of every man is the dignity of every woman and vice versa. He then enlightened the members on the tasks of the WAH Cell such as –
 1. Ensuring safety of women on campus.

2. Safeguard women's rights on campus
 3. Inculcate a habit of personal hygiene and etiquette
 4. Empower women of their rights and create awareness on gender issues
 5. WAH of the college will constitute to maintain harmonious atmosphere in the campus
- Brother Principal also informed that-
 1. WAH Cell should work in close collaboration with the Grievance Redressal Cell of the college.
 2. Aggrieved party can submit written complaints to any member of the Cell. Frivolous complaints should not be taken lightly and should be fined.
 3. WAH Cell meetings should be at least once per semester making it twice a year.
 4. Seminars/workshops/lectures should be by specialists who are balanced to create a healthy environment in the college and we should remember we are creating awareness for future families. Also, the seminars/workshops/lectures should be in line with awareness in harassment in the workplace, sexual harassment, men's treatment of women, etc.
 5. We should look into NEHU ordinances as the college is affiliated to it.
 - Brother Principal then handed over the time to Dr. Sarah Kharbuli
 - Dr. Kharbuli asked the members present to introduce themselves and thanked the selection committee for choosing her as the coordinator of the WAH Cell
 - A letter from the UGC was read on the steps to take against the atrocities of crimes against women and children
 - The letter stated the need to add more content in curriculum in relation to gender sensitization to which Fr. Joby Joseph (HOD of Value Education) verified that the department is already taking classes on the particular topic and data can be shared with the WAH Cell.
 - To organise online webinars/lectures on gender equality to which a suggestion was made to create smaller committees to plan the programmes
 - The plans are to be made known to the Principal who will then put them up to the IQAC of the college for consent.
 - Plans are to be in line with the academic calendar i.e. present calendar till July 2021 while the next calendar will be August 2021- July 2022.
 - Immediate plans should be to include programmes in June 2021.
 - The minute book is present with office staff Mrs. Carol Thabah.
 - Programmes should be consistent with those in the minute book.
 - Brother Principal then suggested on a write-up about the WAH Cell and its responsibilities to be sent to Fr. Joby Joseph for the college handbook.

- Madam Thywill Susngi recommended to have a preamble of the WAH Cell where the 2015 UGC Regulations can be added and also include a Declaration of Policy
- The email addresses and contact numbers of the members should be made available in the college website
- Any updates on the WAH Cell are to be given to Mr. Bablu Rajak to be uploaded in the college website.
- Student representative, Lalremkimi Hauhulh, felt that the contact details of members being present in the college website will be more helpful to the student community than the suggestion box as anonymity will make it easier to voice concerns. She also said that so far there has not been any complaints in regards to women harassment.
- Brother Principal told that there were incidences of complaints in the past but fortunately all have been solved in house and that as far as possible we should try to tackle problems ourselves. Both teaching and non-teaching staffs should be alert on such issues. He also thanked God for the good environment in the college and said respect is seen in the college. However, what cannot be seen should be taken care of as well so that things should never escalate.
- A copy of the functions of the WAH Cell will be provided to the Coordinator, Dr. Sarah Kharbuli. It was also suggested by Dr. Grace Zirsangliani to have a WhatsApp group of members of the cell.
- In conclusion, Dr. Sarah Kharbuli thanked everyone present in the meeting.

Minutes of Meeting of the Women's Anti-Harassment (WAH) Cell
Meeting Date: 28/05/2021

St. Anthony's College, Shillong
Women's Anti-Harassment (WAH) Cell
Minutes of Meeting
Date: 28.05.2021

• Members present:

○ Dr. Sarah Kharbuli (Coordinator)

Dr. Sarah Kharbuli
28/5/21

○ Dr. G. Zirsanglani (Asst. Coordinator)

Dr. G. Zirsanglani
28/5/21

○ Prof. Meerandah Kharkongor

Prof. Meerandah Kharkongor
28/5/21

○ Prof. Karen Mihsill

Prof. Karen Mihsill
28/5/21

○ Prof. Megdalyne Pyngrope

Prof. Megdalyne Pyngrope
28/5/21

○ Ms. Lalremkimi Hauhulh (Student Representative)

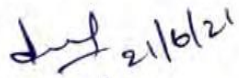
Ms. Lalremkimi Hauhulh
28/5/21


- The meeting was conducted through Zoom platform on 28th May, 2021, at 11:00am. Dr. Sarah Kharbuli welcomed everyone and explained about the purpose of the meeting, which is primarily to conduct a program on gender sensitization issues, and which will be held in the 3rd or 4th week of June, 2021
 - After discussion, it was decided that a Webinar can be organized for the students and staff of the college.
 - It was also decided that members will suggest names of resource persons, for forming of a panel so that alternatives could be available in the event of a last moment cancellation of the selected resource person. The required arrangements for the program will be taken care of by the members and Prof Nathaniel Majaw and Prof Bablu Rajak will be requested for providing the technical assistance.
 - E-Certificates will be awarded to all participants.
 - Lastly, the members were requested to suggest some relevant topics and also the names of the resource persons.
 - The meeting concluded with a vote of thanks by the coordinator.
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Minutes of Meeting of the Women's Anti-Harassment (WAH) Cell
Meeting Date: 21/06/2021


St. Anthony's College, Shillong
Women's Anti-Harassment (WAH) Cell
Minutes of Meeting
Date: 21.06.2021

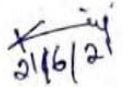
• **Members present:**

○ Dr. Sarah Kharbuli (Coordinator)  21/6/21

○ Dr. G. Zirsanglani (Asst. Coordinator) -  21/6/21

○ Prof. Meerandah Kharkongor  21/6/21

○ Prof. Megdalyne Pyngrope  21/6/21

○ Ms. Lalremkimi Hauhulh (Student Representative)  21/6/21

- The meeting was conducted through Google Meet platform on 21st June, 2021, at 3:30pm. Dr. Sarah Kharbuli welcomed everyone and presented the agenda of the meeting, which is to finalize arrangements of the webinar on “Gender Equity in College Campuses” which is scheduled on the 29th June, 2021 from 11am to 12:15pm.
 - Dr. Sarah Kharbuli informed the members that Miss Ivyreen Warjri (Assistant Director, Good Governance Cell, MATI) has accepted to be the resource person.
 - It was decided that the panelists will comprise of Rev. Br. Dr. A. L. Dkhar (Principal), Dr. Sarah Kharbuli, Dr. Grace Zirsanglani, Prof. Lydia Bang (former President WAH) & Prof Damanbha Lyngdoh (Assistant Coordinator IQAC).
 - E-certificates will be provided to all participants after they have submitted their feedback forms.
 - It was also decided that the feedback link will be made available 5 minutes before the end of the lecture and it will remain open for 15 minutes.
 - The meeting concluded with a suggestion by members to invite Prof. Nathaniel Majaw and Sir Bablu Rajak in the next meeting which will be held on 28th June, 2021, a day before the webinar, in order to brief the members on the technical issues for the webinar.
The meeting ended with a vote of thanks from the chair.
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Minutes of Meeting of the Women's Anti-Harassment (WAH) Cell
Meeting Date: 25/07/2021

St. Anthony's College, Shillong
Women's Anti-Harassment (WAH) Cell
Minutes of Meeting
Date: 25/7/2021

• **Members present:**

○ Dr. Sarah Kharbuli (Coordinator)

[Signature]
25/7/21

○ Prof. Meerandah Kharkongor

[Signature]
25/7/21

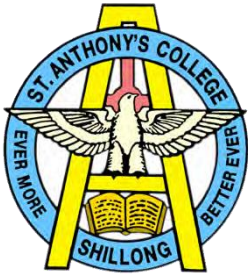
○ Prof. Megdalyne Pyngrope

[Signature]
25/7/21

○ Prof. Karen Mihsil

[Signature]
25/7/21

- The meeting was conducted through Google Meet platform on 25th July, 2021.
 - The purpose of the meeting was to discuss about the mails received from the National Commission for Women regarding:
 - (i) Invitation for proposals for conducting Webinars for the financial year 2021-2022 (dated 16-07-21)
 - (ii) Invitation for research proposal (dated 22-07-21)
 - After a detailed discussion it was decided that a proposal be submitted for a webinar which can be conducted after the odd Semester examinations.
 - Regarding the invitation for a research proposal, since it is subject specific and requires domain knowledge, the members decided to render assistance if required to the Social Science departments shortlisted for conducting the project.
 - It has also been decided that awareness programmes in future will be made accessible to the public as well.
 - In conclusion, the members decided to meet once a month and emphasized on the need to frame SOPs/guidelines for better functioning of the cell.
 - The meeting ended with a vote of thanks.
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ST ANTHONY'S COLLEGE

(A Don Bosco Institution)

SHILLONG 793 001

MEGHALAYA - INDIA

NAAC Re-Accredited with 'A'

College with Potential for Excellence (awarded by UGC)

Declaration:

*I hereby declare that the details and information given above are complete
and true to the best of my knowledge and belief.*



Principal

St. Anthony's College
Shillong - 793001
Meghalaya - India