



St. Joseph's College for Women (A)

Gnanapuram, Visakhapatnam - 530004 (A.P)

(Affiliated to Andhra University)

Accredited by NAAC "A" Grade, ISO 9001:2015, 14001:2015 Certified

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Mandatory Disclosure

Name of the Institution with Address: St. Joseph's College For Women (Autonomous)

D.No 34-3-42, Gnanapuram,

Visakhapatnam - 530004

Andhra Pradesh

Name and Address of the Society: St. Joseph's College For Women Society

D.No 34-3-42, Gnanapuram,

Visakhapatnam - 530004

Andhra Pradesh

Name and Address of the Principal: Dr Sr. Shyji P.D.

D. No 34-3-42, Gnanapuram,

Visakhapatnam - 530004

Andhra Pradesh

Name of the Affiliating University: Andhra University

Visakhapatnam

INTERNAL COMPLIANCE COMMITTEE

Objective:

The primary objective of the Internal Compliance Committee at St. Joseph's College for Women (A) is to maintain a conducive learning environment for all students, ensuring the prevention of any form of sexual harassment, whether verbal, physical, or behavioral, within the campus premises. This includes managing the presence of male students and staff members while upholding the institution's commitment to providing quality education to female students.

Policy:

1. Admission of male Staff will be limited to less than 10% of the sanctioned strength of the program during each academic year.
2. Male personnel will be employed in campus roles only when no suitable female candidates are available.
3. Immediate action will be taken in response to any form of misconduct or misbehavior towards any student.

Practices:

1. Male Students are not given admission in any of the courses conducted in the campus.
2. Requirement of a conduct certificate from previous educational institutions or employers during the interview process.
3. Clearly outlining business hours and permitted areas of movement within the campus for male individuals.
4. Thorough orientation regarding their roles, terms, and conditions of employment for male staff members.
5. Prompt investigation and resolution of any complaints regarding misconduct or harassment, overseen by the sexual harassment committee.
6. Restriction of unauthorized personnel from entering the campus premises.
7. Installation of CCTV cameras for continuous monitoring of movement within the campus.
8. Provision of a complaint box in student areas for easy reporting of issues.
9. Swift redressal of complaints with decisive action taken as necessary.

Outcome:

The diligent implementation of these policies and practices ensures a happy, healthy, and safe environment for both students and women employees within the institution, fostering an atmosphere conducive to learning and personal growth.

List of Members

S No	Name of the Member	Designation
1	Dr. Sr. Shyji P.D	Principal
2	Dr. Sr. Hema	Vice-Principal
3.	Dr P.K. Jayalakshmi	Head Dept of Second Languages
4.	Dr. P. Aruna Devi	PG Director
5	Dr Sneha A	Faculty Dept of Zoology
6	Dr P. Padmavathi Devi	Faculty Dept of Physics
7.	Sr. Daisy P.A.	Senior Assistant
8	Sr Margret Mary	Hostel Warden
9.	Ms. Greeshma	Student Representative (III B.Sc.)
10.	Ms. M.S. Jayshree	Student Representative (IV BA Honors)

Grievance Redressal Committee

Recognizing the importance of student well-being and holistic growth, our college has established a Grievance and Redressal Committee. This committee acts as a safe and accessible platform for students to voice their needs, concerns, or even complaints. Whether facing academic challenges, experiencing personal difficulties, or encountering sensitive matters within the college environment, students are encouraged to utilize this committee as a direct channel to bring their issues to the management's attention. This allows for the committee to investigate, understand, and find appropriate solutions, ultimately facilitating a more positive and supportive learning experience for all students.

Objectives:

- To provide an accessible and impartial mechanism for students to address grievances related to academic, administrative, and disciplinary matters within the HEI.
- To promote a fair and transparent environment for students and encourage open communication regarding issues of concern.
- To ensure timely redressal of grievances and foster a sense of trust and confidence among students.

Functions:

- Receive and hear grievances from students related to various aspects of their academic and student life.
- Investigate the grievances impartially and thoroughly, gathering necessary information and evidence.
- Recommend appropriate solutions to address the grievances within a stipulated timeframe.
- Communicate the findings and recommendations to the student and the concerned authorities.
- Maintain records of all grievances received and actions taken
- Regular awareness campaigns should be conducted to inform students about the grievance redressal mechanism and encourage its utilization.

List of Members:

S. No	Name of the Member	Designation
1	Dr. Sr. Shyji P.D.	Principal
2	Dr. Sr. S. Hema	Vice-Principal
3	Sr. Mary K C	Superintendent
4	Dr. P. Sarada	Head, Dept of Chemistry
5	Dr. T. Bhaskara Sudha	Head Dept of English

6	Dr. N. Jyothi	Head, Dept of Commerce & Management.
7	Sr Margret Mary	Hostel Warden
8	Ms. V Priyadarshini	Student Representative (III BCOM)
10.	Ms. Anjali Tirkey	Student Representative (II B.Sc. Maths)

Outcomes:

- **Fast Resolution:** We aim to investigate and address student complaints within a week.
- **Supportive Counseling:** Counseling helps students overcome challenges and handle difficulties effectively.
- **Open Communication:** Students feel comfortable expressing concerns and have them resolved.
- **Problem-Solving Focus:** We encourage students to actively manage their issues

Anti-Ragging Committee

At St.Joseph's College for Women (A), we strictly adhere to the Government/University Grants Commission (UGC) guidelines on curbing the Menace of Ragging in Higher Educational Institutions, 2009, as notified under Section 26(1) (g) of the University Grants Commission Act, 1956.

Policy:

The Anti-Ragging Committee serves as the supervisory and advisory body responsible for maintaining a Ragging-Free Environment on campus. Its objectives are as follows:

1. Awareness: Make students aware of the dehumanizing effects of ragging.
2. Vigilance: Keep vigilant to prevent and address incidents of ragging promptly.
3. Strict Action: Deal with reported incidents to deter future occurrences.
4. Discipline: Establish a culture where any act of ragging is neither tolerated nor overlooked.

Practices:

In accordance with the Supreme Court of India and UGC directives, ragging includes but is not limited to:

1. Indiscipline, teasing, or rudeness.
2. Disruption of academic activities.
3. Acts causing annoyance, hardship, or fear.
4. Financial extortion or forceful expenditure.
5. Physical abuse or harm.
6. Verbal abuse, cyber bullying, or public insult.

7. Violation of human dignity.
8. Unlawful assembly or conspiracy to rag.

Punishments:

Students found guilty of ragging may face one or more of the following penalties:

1. Warning or written apology.
2. Suspension from classes.
3. Bar from exams or academic activities.
4. Exclusion from extracurricular events.
5. Hostel suspension or expulsion.
6. Scholarship withdrawal.
7. Result withholding.
8. Rustication or expulsion from the institution.

Powers and Functions:

The Anti-Ragging Committee is empowered to:

1. Uphold Supreme Court directives and prevent ragging.
2. Educate students on anti-ragging measures.
3. Conduct workshops and orientation programs.
4. Provide counseling and support services.
5. Prevent ragging on campus.
6. Investigate complaints and recommend punishments.
7. Oversee the undertaking process.

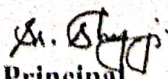
Outcomes:

1. New students experience a welcoming and safe environment.
2. Seniors offer support and guidance to juniors.
3. Freshers feel comfortable and secure on campus.
4. There is harmony and mutual respect among students.

Ragging incidents are effectively prevented and addressed

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4	Dr. P. Sarada	Head, Dept of Chemistry
5	Dr. T. Bhaskara Sudha	Head Dept of English
6	Dr P Padmavathi	Head, Dept of Physics
7	Sr Margret Mary	Hostel Warden
8	Ms. J Bhanu (III B.Sc.)	Student Representative
9.	Ms. Raunak Thakur (II BA)	Student Representative


Principal

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VISA KHAPATNAM - 530 004