



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

Ref: JECRC/REG/2020-21/094

Date: 31/07/2020

WOMEN CELL COMMITTEE 2020-21

Name	Position (Chairman/ Member)	Category	Qualification	Designation	Telephone numbers	E-mail	Address
Dr. Barkha Srivastava	Presiding officer	Senior lady	Ph.D	Associate Professor	7821995265	barkhasrivastva.che m@jecrc.ac.in	102, Income Tax Colony, Malviya Nagar, Jaipur (Raj)- 302017
Ms Shrutu Kalra	Member	From NGO	M.Tech	Associate Professor	9414371413	shrutikalra.ece@jecr c.ac.in	53-A Scheme-3 Pratap Nagar Jaipur
P.K.Tiwari	Member	Legal representatives	PG	Advissior	9829044224	pktiwari@jecrc.ac.in	Nirman Nagar jaipur
Dr. Vijeta Kumawat	Member	Faculty	Ph.D	Associate Professor	9829176557	vijetakumawat.cse@j ecrc.ac.in	J-57 B, Sharma Colony, Nandpuri, 22 Godam, Jaipur
Dr Anita Jain	Member	Staff/Member secretary	Ph.D	Librarian	9829230353	anita.lib@jecrc.ac.in	D-268 sarvan and mrg malviya nagar jaipur

Prof. (Dr.) Vinay Kumar Chandna

PRINCIPAL

Jaipur Engineering College &
Research Centre
Tonk Road, Jaipur-302022

CC to:

1. Director
2. Registrar
3. All Departmental HoD's
4. Accounts Office
5. CG
6. Library



JECRC Foundation
www.jecrcfoundation.com

Jaipur Engineering College and Research Centre

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JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

JAIPUR ENGINEERING COLLEGE AND RESEARCH CENTRE

JECRC Campus, Shri Ram Ki Nangal, Via-Vatika, Jaipur

Session: 2020-21

**MINUTES OF THE 1ST MEETING OF THE COLLEGE WOMENS DEVELOPMENT CELL HELD
ON AUGUST 5, 2020 IN THE CT-10(Block-C) AT 3:00PM FOR THE SESSION 2020-21**

The 1st Meeting of the reconstituted Women's Development Cell of the college was held on August 5, 2020 at 3:00pm in the CT-10(Block-C) to discuss on the agenda.

The Following Members were present:

1. Dr. Smita Agrawal	Chairperson	
2. Dr. Barkha Shrivastava	Member	<i>Srivastava</i>
3. Dr. Anita Jain	Member	<i>Anita Jain</i>
4. Dr. Shruti Kalra	Member	<i>Shruti</i>
5. Dr. Vijeta Kumawat	Member	<i>Vijeta</i>

The 1st Meeting of the newly reconstituted Women Development Cell for the academic session 2020-21 started at 3:00pm under the Chairmanship of Dr. Smita Agrawal, HOD (Department of Information Technology) . Initially the Chairperson gave a warm welcome to all the members present. Afterwards the business of the meeting followed, by taking the agenda item wise.

Item no.1:

The New Chairperson expressed vote of thanks to previous Chairperson and also requested to keep motivating us.

Item no.2:

Regarding measures to be taken for further improvising and strengthening of the Cell, committee members were asked to give the ideas for yearly activities.

Dr. Barkha Shrivastava(Dy. Dean Ist Year) was requested to plan an awareness program for first year female students joining the college.

Item no.3:

Regarding matters relating to complaints, it was found that there is not a single case of sexual harassment brought to the notice of the Cell so far, the Redressal matter is nil. As there was no other matter to discuss, the meeting ended with vote of thanks to all the members present.

Smita Agrawal
Dr. Smita Agrawal
(Chairperson)

Barkha *Shruti*

Jaipur Engineering College & Research Centre

From : Principal Office

To : All Program Coordinators/HODs, Dean I Year

Noting Reference No. JECRC/02/2020-21/179

04/02/21

CIRCULAR

Sub.: Webinar on Women self defense and Road Safety

There is a one day webinar on February 5, 2021 on Women self defense and Road Safety by the Assistant Commissioner of Policy (Traffic) and SHO (Sanganer) from 9:00 AM to 5:00 PM.

Certificates will be provided on Women self defense and Road Safety.


PRINCIPAL

Copy to –

1. Vice Chairman
2. Director
3. All Program Coordinators/HODs, Dean I Year, All Section I/cs – with a request to circulate amongst all female staff members of the department and motivate them to attend.
4. Registrar, OS

Webinar on Women Self Defense and Road Safety
(Women Only)

Date February 5, 2021
Venue Auditorium

S. No.	Name	Department	Signature
1	Shruti Kalra	Electronics & Communication	Shruti
2	Dr. Vijeta Kumawat	CSE	Vijeta
3	Dr. Smriti Agrawal	IT	Smriti
4	Dr. Rekha Mathur	chem	Rekha
5	Ms. Rekha Vijay	chem	Rekha
6	Mrs. Sneha Tiwari	Library	Sneha
7	Dr. Kankesh Maheshwari	Library	Kankesh
8	Dr. Ruchi Mathur	Maths	Ruchi
9	DR. Kashish Parwani	Mathematics	Kashish
10	Pranjana Mitra	CSE	Pranjana
11	Neha Solanki	CSE	Neha
12	Dr. Mithlesh Anand	IT	Mithlesh
13	Purnika Parwar	CSE	Purnika
14	Preeti Sharma	IT	Preeti
15	Shweta Saxena	IT	Shweta
16	Deepika Bansal	IT	Deepika
17	Dr. Tripti Gupta	Maths	Tripti
18	Sonia K.	Eng	Sonia
	Saraj	Eng	Saraj
	Rashmi	Eng	Rashmi
	Ashilama	CSE	Ashilama
	Sarita	Math	Sarita
	Gavins	CSE	Gavins
	Tanya	CSE	Tanya
	Suniti Chouhan	CSE	Suniti
	Nilam Chaudhary	CSE	Nilam

Jaipur Engineering College & Research Centre

Date: 2 March 2021

From: JECRC Women Cell

To: Principal JECRC

NOTESHEET

JECRC Women Cell hereby seek your kind approval to organize a webinar on 8 March 2021 in the view to mark the celebration of Women's Day. The invited speaker Ms. Kalpana Agarwal, Joint Secretary to Government Relief Department, will be speaking on the topic, "Unveiling the roles, rights and responsibilities of Women at the Workplace" (*proposed*).

Date : 8 March 2021

Time : 5:00 PM – 6:00 PM

Coordinators:

Members Women Cell

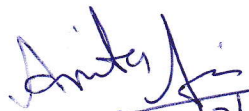
Ms. Ritambhara, Assistant professor, ECE

Ms. Yazusha Sharma, Assistant professor, ECE


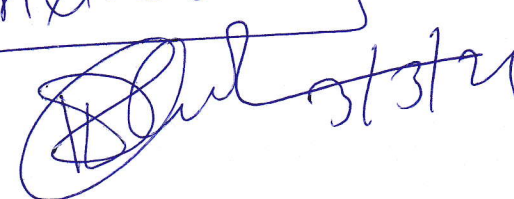
Submitted for your kind perusal and consideration.

Dr. (Prof) Vinay Kumar Chandna

Principal


Dr. Anita Jain
2/3/21

Secretary, Women Cell

 on line only

3/3/21

Women Cell Committee 2020-21

Name	Position Chairman Member	Category	Qualification	Designation	Telephonic Members	E-mail	Address
Dr. Barkha Srivastava	Presiding	Senior Lady	Ph.D	Associate Professor	7821995265	Barkhasrivastava.chem@jecrc.ac.in	102, Income Tax Colony, Malviya Nagar, Jaipur
Ms. Shruti Kalra	Member	From NGO	M.Tech.	Associate Professor	9414371413	Shrutikalra.ece@jecrc.ac.in	53-A Scheme-3 Pratap Nagar, Jaipur
Mr. P.K. Tiwari	Member	Legal representatives	PG	Advisor	9829044224	pktiawari@jecrc.ac.in	Nirman Nagar, Jaipur
Dr. Vijeta Kumawat	Member	Faculty	Ph.D	Associate Professor	9829176557	Vijetakumawat.cse@jecrc.ac.in	J-57, B, Sharma Colony, Nandpuri, 22, Godam, Jaipur
Dr. Anita Jain	Member	Staff/Member Secretary	Ph.D	Librarian	9829230353	Anita.lib@jecrc.ac.in	D-268, Sarvanand Marg, Malviya Nagar, Jaipur

WDC Events Details

1. Expert lecture on premenstrual syndrome and eating disorders in girls lecture delivered by Ms. Hetal Jain from Physiotherapy College (KSV6).
2. Expert lecture and demonstration on Women Safety, Security and A delivered by Ms. Richa Gaur social activist and proprietor at, Jaipur
3. Visarati Vangio, competition of old and lost recipes of India – A group of four girls from SMMPISR won the 1st prize in the competition.
4. Activities and competitions were organized for women faculty of JECRC on Womens Day. The activities were sports, grooming and cultural..
5. Expert lecture on legal rights of Women delivered by
6. Installation of sanitary pad and incineration machine for the girl students
7. It organizes workshops and sensitization programmes both for staff and students by eminent Psychologists and social workers

Complaint and Redressal mechanism:

- After knowing grievance of students, class Mentor discusses it with the HOD and then an appropriate solution is found out. If not solved at this level then the grievance is taken up to the Principal and ICC through WDC.
- The complainant shall be summoned to hear complaints (if necessary).
- After hearing of complaints, the ICC shall take appropriate decision.
- Outcome will be informed to the complainant and to the administration / management.

Internal Complaints Committee (ICC) constitution:

- 1 Chairperson
- 2 Secretary
- 3 Member
- 4 Member
- 5 External Representatives:
Ladies Hostel Warden

The Committee shall make annual report to the management about the complaints on sexual harassment of women at workplace and action taken for redressal of complaints, to review the state of preparedness to deal with complaints and to make all the faculty / staff / students fully aware of their responsibilities in this regard. The Committee shall meet minimum once in a quarter. The Committee shall investigate reported cases of commission of acts of sexual harassment of women, if any and submit its report to the Principal recommending action to be taken against the accused employees.

Members:

Sl.No Details

- 1 ICC (Sexual Harassment Redressal Committee)
- 2 ICC constitution Meetings
- 3 ICC Meeting 2019 Minutes

Documents to be maintained

1. Committee members —personal profiles.
2. Agendas and minutes of the meetings.
3. List of women faculty and staff with qualifications, designations, experience etc.
4. Educational and Training Programmes for women faculty and staff.
5. Grievances filed and its outcome.
6. Strategies developed to increase women participations in the administration.
7. Budget for the activities of WDC.

8. Monthly review reports with photos



From: Women Cell

To: All Members

Notice Reference No. : JECRC/Women Cell/ 2020-21/1

Date: 18.01.2021

Meeting Notice

There is a meeting of women cell on 19.01.2021 at 2:30 PM in the auditorium block-A to discuss the issues related to women Development Cell. Following members of the cell are requested to make it convenient to attend the same:

1. Dr. Barkha Shrivastava (Presiding Officer)
2. Dr. Anita Jain (Member Secretary)
3. Mr. P.K. Tiwari (Member)
4. Ms. Shiruti Kalra (Member)
5. Dr. Vijeta Kumawat (Member)

Agenda:

- Any Grievance reported between July-2020 to Jan -2021.
- Activities related to Women cell conducted at the institute during above mentioned period. Any important activities that require follow up.
- Any achievement/award received.

Dr. Anita Jain

Member Secretary

Women Development Cell

Copy to:

1. Vice Chairman
2. Director
3. Principal
4. All Concerned



Reference: JECRC/Women Cell/ 2020-21/1

Date: 19/01/2021

Attendees of the Meeting

Date & Time: 19.01.2021, 2:30 PM

Venue: Auditorium block-A

Following members were present in the meeting of Women Development Cell:

S. N.	Name	Designation	Signature
1.	Dr. Barkha Shrivastava	Presiding Officer	
2.	Dr. Anita Jain	Member Secretary	
3.	Mr. P.K. Tiwari	Member	
4.	Dr. Shruti Kalra	Member	
5.	Dr. Vijeta Kumawat	Member	

Minutes of the Meeting

A meeting of the members of Women Development Cell was held on

Date & Time: 19th January, 2021 & 2:30 PM

Venue: Auditorium Block-A

Agenda:

1. Introduction of new faculty members.
2. Any Grievance reported between July-2020 to January -2021.
3. Activities related to Women cell conducted at the institute during above mentioned period.
4. Any important activities that require follow up.
5. Any achievement/award received.

Following points were discussed:

1. Member Secretary welcomed the attendees of the meeting.
2. Five newly joined female faculty members introduced themselves in the meeting:

S. N.	Name	Designation	Department	Previous College/Other
1.	Dr. Mithilesh Arya	Associate Professor	IT	Ph. D. From MNIT with 9 yrs. Teaching experience
2.	Ms. Priya Jyotiyana	Asst. Professor	CSE	Arya Bhatt Engineering College, Ajmer
3.	Ms. Punita Panwar	Asst. Professor	CSE	Vedant Engineering College, Kota
4.	Ms. Pratibha Sharma	Asst. Professor	CSE	Arya Engineering College
5.	Ms. Swarnima	Asst. Professor	CE	Jyoti Vidhyapeeth

3. Discussion was done with all the committee members related to the complains/requests received in last six months and the measures undertaken to resolve them. The secretary informed that there was no such complain related to women harassment; however 4 requests/grievance were received and resolved through proper channel.



S. N.	Activity	Total forms received	Resolved	Pending
1.	Women harassment	0	0	0
2.	Request/Grievance	4	4	0

4. Activities conducted in last six months were also discussed.

S. N.	Name of Activity	No. of Participant	Date	Resource Person/Speaker
1.	Webinar on Navigating Taxes during COVID-19	35	15 Sept. 2020	Mr. Manoj Verma, Superintendent Audit Circle-8, Jodhpur
2.	Webinar on Cancer Awareness	23	7 th Nov. 2020	Dr. Prashant Sharma, IAS Mugdha Sinha, Dr. Arvind Thakuriya

5. The plan of activities to be conducted in next six months was also discussed and it was decided that the following activities will be conducted by the cell in the next six months:

- *International Women Day Celebration
- *Webinar/ Seminar on Self Defense
- * Webinar/ Seminar on Gender Sensitization

6. The meeting ended with the vote of thanks to the Chair.

Dr. Anita Jain

Member Secretary

(Women Development Cell)



JAIPUR ENGINEERING COLLEGE
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From: Women Cell

To: All Members

Notice Reference No. : JECRC/Women Cell/ 2020-21/2

Date: 17.06.2021

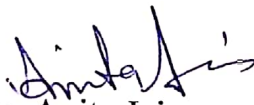
Meeting Notice

There is a meeting of women cell on 19.06.2021 at 12:30 PM in the conference room block-A to discuss the issues related to women Development Cell. Following members of the cell are requested to make it convenient to attend the same:

1. Dr. Barkha Shrivastava (Presiding Officer)
2. Dr. Anita Jain (Member Secretary)
3. Mr. P.K. Tiwari (Member)
4. ~~Ms.~~ Shrutika Kalra (Member)
5. Dr. Vijeta Kumawat (Member)

Agenda:

- Any Grievance reported between Feb-2021 to June -2021.
- Activities related to Women cell conducted at the institute during above mentioned period. Any important activities that require follow up.
- Any achievement/award received.


Dr. Anita Jain

Member Secretary

Women Development Cell

Copy to:

1. Vice Chairman
2. Director
3. Principal
4. All Concerned



Reference: JECRC/Women Cell/ 2020-21/2

Date: 19/06/2021

Attendees of the Meeting

Date & Time: 19.06.2021, 12:30 PM

Venue: Conference room block-A

Following members were present in the meeting of Women Development Cell:

S. N.	Name	Designation	Signature
1.	Dr. Barkha Shrivastava	Presiding Officer	
2.	Dr. Anita Jain	Member Secretary	
3.	Mr. P.K. Tiwari	Member	
4.	Dr. Shruti Kalra	Member	
5.	Dr. Vijeta Kumawat	Member	



Date: 22/06/2021

Minutes of the Meeting

A meeting of the members of Women Development Cell was held on

Date & Time: 19th June, 2021 & 12:30 PM

Venue: Conference Room 1 Block-A

Agenda:

1. Any Grievance reported between Feb-2021 to June -2021.
2. Activities related to Women cell conducted at the institute during above mentioned period.
3. Any important activities that require follow up.
4. Any achievement/award received.

Following points were discussed:

1. Member Secretary welcomed the attendees of the meeting.
2. Discussion was done with all the committee members related to the complains/requests received in last six months and the measures undertaken to resolve them. The secretary informed that there was no such complain related to women harassment; however 2 requests /grievances were received and resolved through proper channel.

S. N.	Activity	Total forms received	Resolved	Pending
1.	Women harassment	0	0	0
2.	Request/Grievance	2	2	0

3. Activities conducted in last six months were also discussed.

S. N.	Name of Activity	No. of Participant	Date	Resource Person/Speaker
1.	Webinar on "Women self defense and Road Safety"	50	5 th Feb 2021	Assistant Commissioner of Policy (Traffic) and SHO (Sanganer)
2.	Webinar on "Unveiling the Roles, Rights and Responsibilities of Women at the Workplace"	115	8 th March 2021	Ms. Kalpana Agarwal Joint Secretary Disaster Management Department, Rajasthan Administrative Services



JAIPUR ENGINEERING COLLEGE
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4. The plan of activities to be conducted in next six months was also discussed and it was decided that the following activities will be conducted by the cell in the next six months:
 - * Interactive session with newly admitted female students & faculty
 - * Award & appreciation ceremony
 - * International Women's day celebration
5. The meeting ended with the vote of thanks to the Chair.

Dr. Anita Jain

Member Secretary

Women development Cell