

# Constitution of Internal committees/ Grievances Committees/ Proctorial and Anti - Ragging Committees

---

UNIVERSITY OF DELHI



## **BULLETIN OF INFORMATION FOR ADMISSION TO UNDERGRADUATE COURSES (2020-2021)**



## **11 Admission Grievance Committees**

There will be a Central Admission Grievance Committee, located in the Dean Students' Welfare Office. Every College shall have its own Grievance Committee. Applicants can send an email by using the link provided on the University Undergraduate Portal under the "Grievance" tab. The names of College Grievance Committee Members shall also be displayed on the College Notice Board of the respective college. Applicants having grievances about admission should first approach the Grievance Committee of the College. If the grievance is not resolved within a reasonable time, the applicant may approach the Central Admission Grievance Committee.

There will be a Grievance Sub-Committee to look into grievances of SC/ST/OBC/EWS and another one for PwBD applicants. Each college will also have a separate grievance committee for SC/ST/OBC/EWS, which will consist of three members with the liaison officer as its convener. The colleges will display the name, contact number and email address of the members of the grievance committee members for SC/ST/OBC/EWS applicants on the college website and noticeboard to facilitate and address the needs/queries of applicants.

# Appendices

## Appendix I Important Ordinances of the University

Successful applicants will be required to abide by the Ordinances of the University and will be required to provide a written undertaking to this effect at the time of admission. A few extracts of important ordinances are reproduced here.

### **ORDINANCE XV-B: Maintenance of discipline among Students of the University**

1. All powers relating to discipline and disciplinary action are vested in the Vice-Chancellor.
2. The Vice-Chancellor may delegate all or such powers as he / she deems proper to the Proctor and +to such other persons as he/she may specify in this behalf.
3. Without prejudice to the generality of power to enforce discipline under the Ordinance the following shall amount to acts of gross indiscipline:
  - a. Physical assault, or threat to use physical force, against any member of the teaching and non-teaching staff of any Institution / Department and against any student within the University of Delhi
  - b. Carrying of, use of or threat to use of any weapons
  - c. Any violation of the provisions of the Civil Rights Protection Act, 1976
  - d. Violation of the status, dignity and honour of students belonging to the scheduled castes and tribes
  - e. Any practice-whether verbal or otherwise-derogatory of women
  - f. Any attempt at bribing or corruption in any manner
  - g. Willful destruction of institutional property
  - h. Creating ill-will or intolerance on religious or communal grounds
  - i. Causing disruption in any manner of the academic functioning of the University system;
  - j. Prohibition of Ragging as per Ordinance XV-C.
4. Without prejudice to the generality of his / her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate, the Vice-Chancellor, may in the exercise of his / her powers aforesaid order or direct that any student or students -
  - (a) be expelled; or
  - (b) be, for a stated period rusticated; or
  - (c) be not for a stated period, admitted to a programme or programmes of study in a College, Department or Institution of the University; or
  - (d) be fined with a sum of rupees that may be specified; or

- (e) be debarred from taking a University or College or Departmental Examination or Examinations for one or more years; or that the result of the student or students concerned in the Examination or Examinations in which he /she or they have appeared be cancelled.
- 5. Institutions, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to such of the teachers in their Colleges, Institutions or Departments as they may specify for these purposes.
- 6. Without prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of Colleges, Heads of Halls, Deans of Faculties and Heads of Teaching Departments in this University. Each student shall be expected to provide himself / herself with a copy of these rules. At the time of admission, every student shall be required to sign a declaration that on admission he /she submits himself / herself to the disciplinary jurisdiction of the Vice-Chancellor and several authorities of the University who may be vested with the authority to exercise discipline under the Acts, the Statutes, the Ordinances and the rules that have been framed therein by the University.

#### **ORDINANCE XV-C: Prohibition and Punishment for Ragging**

- 1. Ragging in any form is strictly prohibited, within the premises of College/ Department or Institution and any part of Delhi University system as well as on public transport.
- 2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.
- 3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students; and includes individual or collective acts or practices which:
  - a. Involve physical assault or threat to use of physical force.
  - b. Violate the status, dignity and honour of women students.
  - c. Violate the status, dignity and honour of students belonging to the scheduled caste and tribe.
  - d. Expose students to ridicule and contempt and affect their self-esteem.
  - e. Entail verbal abuse and aggression, indecent gestures and obscene behavior.
- 4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, or University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.
- 5. Notwithstanding anything in Clause above, the Proctor may also suo moto enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.
- 6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.

7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/ she may so advise the Vice-Chancellor accordingly.
8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/ her decision shall be final.
9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under clause (7) disclosing the occurrence of ragging incidents described in Clause 3(a), (b) and (c), the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of years.
10. The Vice-chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a programme of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
11. In case any students who have obtained degrees or diplomas of the University of Delhi are found guilty; under this Ordinance, appropriate action will be taken under Statute 15 for withdrawal of degrees or diploma conferred by the University.
12. For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.
13. All Institutions within the Delhi University system shall be obligated to carry out instructions / directions issued under this Ordinance, and to give aid assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

**Order of the Vice-Chancellor in pursuance of Ordinance XV-C:** Where incident(s) of ragging are reported to the Vice-Chancellor by any authority under this Ordinance, the students(s) involved in ragging, shall be expelled for a specified term, designated in the order. Non-students involved in reports of ragging will be proceeded with under the criminal law of India; they will also be rendered ineligible for a period of five years from seeking enrolment in any of the institutions of the University of Delhi. Students against whom necessary action is taken under this note, will be given post decisional hearing, with strict adherence to the rules of natural justice.

**ORDINANCE XV-D/The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (MINISTRY OF LAW AND JUSTICE)**

An Act to provide protection against sexual harassment of women at work place and for the prevention and redressal of complaints of sexual harassment and for matters connected there with incidental thereto.

WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business which includes a right to a safe environment free from sexual harassment;

AND WHEREAS the protection against sexual harassment and the right to work with dignity

are universally recognized human rights by international conventions and instruments such as Convention on the Elimination of all forms of discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India.

AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace. For details, please see the website

*<http://www.shebox.nic.in/assets/site/main/images/Sexual-Harassment-at-Workplace-Act.pdf>*.



शहीद राजगुरु कॉलेज ऑफ एप्लाइड साइंसेस फॉर वुमैन  
SHAHEED RAJGURU COLLEGE OF APPLIED SCIENCES FOR WOMEN

(दिल्ली विश्वविद्यालय)

वसुंधरा एनक्लेव (जिला स्पोर्ट्स कॉम्प्लेक्स के पास)

दिल्ली-110096

दूरभाष : 22623503, 22623505

दूरभाष/फैक्स : 22623504

Vasundhara Enclave (Adjoining Chilla Sports Complex)

Delhi-110096

Phone(s) : 22623503, 22623505

Phone/Fax : 22623504

संदर्भ सं./Ref. No. SRCASW/2449/19.....

दिनांक/Date 2/12/19.....

2<sup>nd</sup> December 2019

**NOTIFICATION**

Ref notification dated 24<sup>th</sup> October 2019 notifying constitution of Internal Complaint Committee vide Governing Body Resolution No. 2019-367 with effect from 24<sup>th</sup> October 2019 for a period of three years or till further orders on the basis of Sexual Harrassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and University Grants Commission (Prevention, Prohibition and Redressal of sexual harrassment of women employees and students in Higher Education Institutions), Regulation 2015. As approved by competent authority, Ms. Niyati Sharma is nominated in place of Ms. Monika Arora. Accordingly following shall be the revised constitution:

- i. Presiding Officer: Ms. Venika Gupta, Associate Professor, Department of Electronics, Shaheed Rajguru College of Applied Sciences for Women;
- ii. Two Faculty members: Ms. Preeti Singhal, Associate Professor, Department of Electronics, and Dr. Punita Saxena, Associate Professor, Department of Mathematics, Shaheed Rajguru College of Applied Sciences for Women;
- iii. Two non teaching employees: Mr. Saaket Kumar, Admn Officer (Offg) and Mr. Kshitij Awasthi, Technical Assistant, Shaheed Rajguru College of Applied Sciences for Women;
- iv. One member from amongst non-government organizations or associations: Ms. Niyati Sharma, Advocate.

Dr. Payal Mago  
Principal



शहीद राजगुरु कॉलेज ऑफ एप्लाइड साइंसेस फॉर वुमेन  
SHAHEED RAJGURU COLLEGE OF APPLIED SCIENCES FOR WOMEN

(दिल्ली विश्वविद्यालय)

वसुंधरा एनक्लेव (चिल्ला स्पोर्ट्स कॉम्प्लेक्स के पास)

दिल्ली-110096

दूरभाष : 22623503, 22623505

दूरभाष/फैक्स : 22623504

Vasundhara Enclave (Adjoining Chilla Sports Complex)  
Delhi-110096

Phone(s) : 22623503, 22623505

Phone/Fax : 22623504

दिनांक/Date... 24/10/19.....

संदर्भ सं./Ref. No. SRCASW/...1874/19.....

24<sup>th</sup> October 2019

**NOTIFICATION**

It is notified for information that following Internal Complaint Committee has been constituted vide Governing Body Resolution No. 2019-367 with effect from 24<sup>th</sup> October 2019 for a period of three years or till further orders on the basis of Sexual Harrassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and University Grants Commission (Prevention, Prohibition and Redressal of sexual harrassment of women employees and students in Higher Education Institutions), Regulation 2015:

- i. Presiding Officer: Ms. Venika Gupta, Associate Professor, Department of Electronics, Shaheed Rajguru College of Applied Sciences for Women;
- ii. Two Faculty members: Ms. Preeti Singhal, Associate Professor, Department of Electronics, and Dr. Punita Saxena, Associate Professor, Department of Mathematics, Shaheed Rajguru College of Applied Sciences for Women;
- iii. Two non teaching employees: Mr. Saaket Kumar, Admn Officer (Offg) and Mr. Kshitij Awasthi, Technical Assistant, Shaheed Rajguru College of Applied Sciences for Women;
- iv. One member from amongst non-government organizations or associations: Ms. Monica Arora, Advocate.

Dr. Payal Mago  
Principal





शाहीद राजगुरु कॉलेज ऑफ एप्लाइड साइंसेस फॉर वुमैन  
SHAHEED RAJGURU COLLEGE OF APPLIED SCIENCES FOR WOMEN

(दिल्ली विश्वविद्यालय)

(UNIVERSITY OF DELHI)

वासुंधरा एनक्लेव (चिल्ला स्पोर्ट्स कॉम्प्लेक्स के पास)

Vasundhara Enclave (Adjoining Chilla Sports Complex)

दिल्ली 110096

Delhi-110096

दूरभाष : 22623503, 22623505

Phone(s) : 22623503, 22623505

दूरभाष/फैक्स : 22623504

Phone/Fax : 22623504

संदर्भ सं./Ref. No. SRCASW/1640/17.....


दिनांक/Date...25/8/17.....

25<sup>th</sup> August 2017

**NOTIFICATION**

It is notified for information that following Internal Complaint Committee has been constituted vide Governing Body Resolution No. 2017-238 with effect from 25<sup>th</sup> August 2017 for a period of three years or till further orders on the basis notification of the Sexual Harrassment of Women at Workplace (Prevention, Prohibition and Redressal) Act. 2013.

1. Presiding Officer – Dr. Alka Vohra Kuanr, Associate Professor, Department of Physics, Shaheed Rajguru College of Applied Sciences for Women
2. Two Employees (1 teaching and 1 non teaching)
  - c. Dr. Sadhna Jain, Associate Professor, Department of Bio-chemistry, Shaheed Rajguru College of Applied Sciences for Women;
  - d. Mr. T.N. Ravi, Section Officer (Accounts), Shaheed Rajguru College of Applied Sciences for Women
3. One Member - Ms. Mansi Gupta, Advocate

  
Dr. Payal Mago  
Principal



शहीद राजगुरु कॉलेज ऑफ एप्लाइड साइंसेस फॉर वुमैन  
SHAHEED RAJGURU COLLEGE OF APPLIED SCIENCES FOR WOMEN

(दिल्ली विश्वविद्यालय)

(UNIVERSITY OF DELHI)

वसुंधरा एनक्लेव (चिल्ला स्पोर्ट्स कॉम्प्लेक्स के पास)

Vasundhara Enclave (Adjoining Chilla Sports Complex)

दिल्ली-110096

Delhi-110096

दूरभाष : 22623503, 22623505

Phone(s) : 22623503, 22623505

दूरभाष/फैक्स : 22623504

Phone/Fax : 22623504

संदर्भ सं./Ref. No. SRCASW/ 575/18

दिनांक/Date 29/6/18

29<sup>th</sup> June 2018

**NOTIFICATION**

It is notified for information that following Grievance Redressal Committee is constituted as approved by Governing Body at its meeting held on 11<sup>th</sup> June 2018 till further orders.

It is notified for information that following Grievance Redressal Committee under the UGC (Grievance Redressal) Regulations, 2012 Committee has been constituted.

1. Nominee of the Governing Body – Mr.F.I.Ismail – Treasurer – Chairperson – till further orders;
2. Three senior teachers on rotation basis – for a period of one year from the date of notification (till 17<sup>th</sup> September 2018 or till further orders whichever is later):
  - d. Dr. Sadhna Jain, Associate Professor, Department of Bio-chemistry, Shaheed Rajguru College of Applied Sciences for Women;
  - e. Dr. Punita Saxena, Associate Professor, Department of Mathematics, Shaheed Rajguru College of Applied Sciences for Women;
  - f. Dr. Ranjana Singh, Associate Professor, Department of Food Technology, Shaheed Rajguru College of Applied Sciences for Women
3. Mr. Anurag Mishra – Member GB – Special Invitee
4. Ms. Meenakshi Arora – Member GB – Special Invitee
5. One student representative based on academic merits - IIIrd year – till the current academic year

Dr. Payal Mago  
Principal



शहीद राजगुरु कॉलेज ऑफ एप्लाइड साइंसेस फॉर वुमैन  
SHAHEED RAJGURU COLLEGE OF APPLIED SCIENCES FOR WOMEN

(दिल्ली विश्वविद्यालय)  
वसुंधरा एनक्लेव (चिल्ला स्पोर्ट्स कॉम्प्लेक्स के पास),  
नई दिल्ली-110096  
दूरभाष: 22623503, 22623505  
दूरभाष/फैक्स: 22623504

www.rajgurucollege.com  
(UNIVERSITY OF DELHI)  
Vasundhara Enclave (Adjoining Chilla Sports Complex)  
New Delhi-110096  
Ph.: 22623503, 22623505  
Phone/Fax: 22623504

संदर्भ सं./Ref.No. SRCASW/.....

दिनांक/Date .....

28<sup>th</sup> February 2016

**NOTIFICATION**

It is notified for information that following Grievance Redressal Committee under the UGC (Grievance Redressal) Regulations, 2012 Committee has been constituted.

1. Nominee of the Governing Body – Mr. F.I. Ismailee, Treasurer, Governing Body – till further orders;
2. Three senior teachers on rotation basis – for a period of one year from the date of notification:
  - a. Dr. Alka Vohra Kuanr, Associate Professor, Department of Physics, Shaheed Rajguru College of Applied Sciences for Women;
  - b. Ms. Venika Gupta, Associate Professor, Department of Electronics, Shaheed Rajguru College of Applied Sciences for Women;
  - c. Ms. Preeti Singhal, Associate Professor, Department of Electronics, Shaheed Rajguru College of Applied Sciences for Women
3. One student representative based on academic merits - Ms. Diksha Tiwari, B.Tech (Computer Science) IIIrd year – till the current academic year

Dr. Payal Mago  
Principal