



**SARVAJANIK
UNIVERSITY**

INCLUSIVE | INTEGRATED | INNOVATIVE

SARVAJANIK UNIVERSITY
R.K. Desai Marg, Athwalines, Surat - 395001, Gujarat, India
Contact: 9979102021/9712930321
Email: admin@sarvajanikuniversity.ac.in
info@sarvajanikuniversity.ac.in

SU/20260818/01052

Date: 18th August 2026

The meeting of the **Internal Complaint Committee, Sarvajanik University** is scheduled on **Thursday, 03rd September 2026 at 11:30 AM onwards** at the Conference Room, Sarvajanik University. Members are requested to make it convenient to attend the meeting.

The agenda is as under:

- Agenda No. 1** To take a note and approve the minutes of the last meeting of Internal Complaint Committee held on 20th March 2026. (Encl. No. 1)
- Agenda No. 2** To discuss any complaint received if any and, take necessary action.
- Agenda No. 3** To discuss the upcoming program scheduled to be held on 22nd September 2026.
- Agenda No. 4** To discuss various initiatives, activities and programs.
- Agenda No. 5** To discuss and approve the addition of new student members from various institutes.
- Agenda No. 6** Any other matter with the permission of the Chair.

Best Regards,

Prof. Bhavna Vimawala
Presiding Officer,
Internal Complaint Committee
Sarvajanik University.



Enclosures:

- (1) The minutes of the last meeting of Internal Complaint Committee held on 20th March 2026.

SARVAJANIK UNIVERSITY
INTERNAL COMPLAINTS COMMITTEE (ICC)

MINUTES OF THE MEETING

The meeting of the Internal Complaints Committee constituted by Sarvajanic University was scheduled

Date: Thursday 3/9/2026

Time: 11.30am

Place: Sarvajanic University,
following members were present.

No.	Name	Position
1.	Prof. Bhavana Vimawala (MS –IDPT)	Presiding Officer
2.	Dr. Neha Sheth (BRCM)	Teaching Staff
3.	Dr. Vivaksha Jariwala (SCET)	Teaching Staff
4.	Ms. Vasundhara Uchhula (SCET)	Ph.D. Student
5.	Ms. Geeta Shroff	Member from NGO
	SPECIAL INVITEES	
6.	Dr. Kaushika Pal	Invitees WDC
7.	Dr. Vrushti Patel	Invitees WDC
8.	Dr. Vaishali Koshti	Invitees WDC
9.	Dr. Jasmine Kaur	Invitees WDC

Following items were discussed and resolved.

Agenda No. 1: To take note approve the minutes of the last meeting of internal complaint committee held on 20th March 2026

- **Resolution (1)**

The minutes of last meeting of internal complaint committee held on 20th March 2026 read by presiding officer and minutes were unanimously approved and confirmed the minutes.

Agenda No. 2: To discuss any complaint received if any and, take necessary action.

- **Resolution (2)**

The committee noted that there were no complaints were received from any constituent institutions of Sarvajanic University. The committee reported the status as **NIL**, and the same was taken on record.

Agenda No. 3: To discuss the upcoming program scheduled on 22nd September 2026

- **Resolution (3)**

Roles and specific responsibilities were assigned and task were allotted to each committee members for the smooth functioning of upcoming program scheduled on 22nd September

2026 on Gender sensitisation & POSH Act- Equality, Safety & Respect Rights jointly organise by Women Development Cell.

Agenda No. 4: To discuss various initiatives activities and programs

- **Resolution (4)**

Two key Proposal were received by committee members to carry out different programs

- Proposal to conduct program by Chairman Surat district women & child department talk on POSH Act and Proposal to conduct mental health program by Counselling Psychologist.
- It was discussed and resolved that these both the programs can be organised in the upcoming semester aligning them with the academic calendar.

Agenda No. 5: To discuss and approve the addition of new students' members from various institute. Reconstitute student representation following the completion of tenure by current student members

- **Resolution (5)**

Upon completion of the academic tenure of current student representatives, the committee suggested the two new student members and further to be approved by Sarvajanik University

1 Adv Teena Sharma (LLM SCOL) email: teena.sharma911@gmail.com mob: 9909192046

2 Vedika Sakariya (MS-IDPT) email: dp24biid095.vedika.s@scet.ac.in mob: 7778804884

Agenda No. 6 Any other point of discussion raised by the committee

- **Resolution (6)**

- Update and upload all required ICC data onto the university website in preparation for the upcoming UGC inspection, as per the instruction received by Sarvajanik University.
- Print and display banners stating ICC information across Sarvajanik University and all its constituent colleges. But it was further discussed to combine information of all other committees in one banner for printing.

The meeting concluded with a vote of thanks to all members of the Internal Complaints Committee and invited WDC (Women Development Cell).


Prof. Bhavna Vimawala
Presiding officer of ICC
Sarvajanik University.

Copy to

- 1) All members of ICC
- 2) Registrar S U



SARVAJANIK
UNIVERSITY

INCLUSIVE | INTEGRATED | INNOVATIVE

SARVAJANIK UNIVERSITY
R.K. Desai Marg, Athwalines, Surat - 395001, Gujarat, India
Contact: 9979102021/9712930321
Email: admin@sarvajanikuniversity.ac.in
info@sarvajanikuniversity.ac.in

ATTENDANCE SHEET

SUBJECT: Meeting of Internal Complaint Committee, Sarvajani University

DATE: 03rd September 2026

Time: 11:30 AM Onwards

VENUE : SU Board Room

Attendees:

Sr. No	Full Name	Designation	Signature
1	Prof. Bhavana Vimawala	Presiding Officer	
2	Dr. Neha Sheth	Teaching Staff	
3	Dr. Vivaksha Jariwala	Teaching Staff	
4	Ms. Deepa Mehta	Non- Teaching Staff	
5	Mrs. Kinnari Thaker	Non- Teaching Staff	
6	Ms. Tanisha Manoj Agarwal (SCET)	UG Student	
7	Ms. Chasiya Khushbukumari Girishbhai (SRKI)	PG Student	
8	Ms. Vasundhara Uchhula (SCET)	Ph.D. Student	
9	Ms. Geeta Shroff	Member from NGO	

Notes:

- 10 Dr. Kausika Pal Invitee wdc
11. Dr. Vanshika Patel Invitee wdc
12. Dr. Vaishali Koshli Invitee wdc
- 13 Dr. Jamine Kaur Invitee wdc