

**L.D. ARTS COLLEGE**

**Notice**

**Date: 07/09/2025**

**The First Meeting of ICC for the Academic Year 2025-26 shall be held on 12/09/2025 at 12.30 p.m., in the Meeting Room.**

**The agenda is as under:**

- 1. Confirmation of the Minutes of the Previous Meeting.**
- 2. Inform the students and Faculty Members regarding the existence of such a cell in the college**
- 3. Discuss the measures which would be taken in case of any complaint**
- 4. Make regular announcements frequently, so that the students are aware about ICC**
- 5. Inputs by the Chairperson**

**ICC Members:**

- 1. Dr. M.D. Chavda, Principal and Chairperson**
- 2. Pro. Bithika Pandya (Coordinator)**
- 3. Dr. Jagruti Thumar (Assistant Professor)**
- 4. Dr. Priyanka Gohil (Assistant Professor)**
- 5. Sh. Kamlesh Makwana (Administrative Officer)**
- 6. Smt. Jenisha Patel (Administrative Officer)**
- 7. Kum. Sandhi Raval ( UG Student)**
- 8. Sh. Devarash Raval (PG Student)**
- 9. Sh. Vishal Paramar (Research Scholar)**
- 10. Dr. S.B. Rai (NGO)**

### **Minutes of First Meeting of ICC:**

Dr. Mahipatsinh Chavda welcomed all present to the first meeting of the Internal Complaints Committee, for the academic year 2025-26.

**1. Confirmation of the Minutes of the Previous Meeting**

The minutes of the previous meeting held on 24.04.2025, were confirmed.

**2. Inform the new batch of students, and Faculty Members about existence of the ICC**

As per the procedure followed every year, it was decided to display on the Students' Notice Board on the Ground Floor and the First Floor, the complete formation of the ICC. It was also decided to flash the cell formation on the TV at the entrance of the College building. The Formation of the Cell was made known to the Faculty Members through the circulation of a Notice. The formation of the cell is put up on the college website as well.

**3. Measures to be taken, in case of a complaint.**

It was unanimously agreed upon, that as per the procedure listed in the Guidelines of the UGC, if at all a case is registered, or a complaint is received, then the due course will be followed, and the entire process will be carried out.

**4. Make regular announcements about the same**

It was further decided that the students and faculty members will be informed regularly about the existence and role of the ICC through verbal means in classes, and through Notices on all the floors, and flash messages on the TV in the entrance foyer.

**5. Inputs by the Chairperson**

The Chairperson of the Committee gave assurance that all the suggestions made during the meeting would be taken into account and implemented in the current academic year.

**Chairperson**

**Coordinator**

**(Dr. M.D. Chavda)**

**Place: Ahmedabad**

**(Smt. Bithika Pandya)**

**Date: 15/09/2025**

**ICC Members:**

1. **Dr. M.D. Chavda, Principal and Chairperson** \_\_\_\_\_
2. **Pro. Bithika Pandya (Coordinator)** \_\_\_\_\_
3. **Dr. Jagruti Thumar (Assistant Professor)** \_\_\_\_\_
4. **Dr. Priyanka Gohil (Assistant Professor)** \_\_\_\_\_
5. **Sh. Kamlesh Makwana (Administrative Officer)** \_\_\_\_\_
6. **Smt. Jenisha Patel (Administrative Officer)** \_\_\_\_\_
7. **Kum. Sandhi Raval ( UG Student)** \_\_\_\_\_
8. **Sh. Devarash Raval (PG Student)** \_\_\_\_\_
9. **Sh. Vishal Paramar (Research Scholar)** \_\_\_\_\_
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