

POLICY OF WOMEN DEVELOPMENT CELL



**Charotar University of Science and Technology
(CHARUSAT), CHANGA
DISTRICT: ANAND, GUJARAT , INDIA**

1. Preamble

Women Development Cell (WDC) at CHARUSAT has been constituted to develop a congenial environment to contribute in inclusive growth of all, particularly women in and around the ambit of the University. The cell aims to empower women through knowledge sharing, training and aptitude building exercises and programmes. This shall include; improving women's sense of self-worth, making women aware of their right to have and to determine choices, their right to have access to opportunities and resources, their right to have the power to control their own lives, both within and outside the home and their ability to influence the direction of social change to create a more just social and economic order, nationally and internationally.

WDC shall create opportunities and environs to facilitate women to reach to the peak of their naturally endowed potential, and thereby enriching organizational and social life.

2. Applicability

This policy shall extend and apply to all the students, employees of the campus and women in general.

3. Objectives

In pursuance of the directions issued by University Grant Commission (UGC) and Ministry of Human Resource Development (MHRD), the CHARUSAT University has set up the WDC with the following objectives:

- To provide and foster a dignified, congenial working environment for women employees (including teaching, non-teaching and contractual workers) and students, where they can realize their potential to the fullest.
- To make women aware of their social and legal rights and thus empower them to stand against any discrimination.
- To develop personality and incubate leadership quality in women leading to a fulfilling lives.
- To organize activities and programme to achieve the above said objectives.
- To cooperate and collaborate with organizations with similar goals and activities.
- To act as a forum for information sharing and exchange of ideas.

4. Definitions

- A. "Cell" means Women Development Cell constituted under the provisions of these guidelines.
- B. "Campus" means campus of Charotar University of Science and Technology,(CHARUSAT) Changa.
- C. "Employee" means every person in the employment of the CHARUSAT to which these guidelines are applicable, including any teaching/non-teaching staff or officers, temporary, part_time, honorary and visiting persons, visiting faculty members engaged in any duties by whatever designation called and also employees employed on a short vacancy, casual or project basis.
- D. "Management" means and includes the Governing Body or the Board of Management of Charotar University of Science and Technology.
- E. "University" means Charotar University of Science and Technology (CHARUSAT) under Gujarat State Act No. 8 of 2009.
- F. "Student" includes any person who is enrolled for any course with the University to which these guidelines are applicable and includes –
 - (i) An Under_graduate/Post_graduate student, a Research Scholar and a Repeater;
 - (ii) Any person, student or ex-student who has been permitted the use of any of the facilities of the University such as library, laboratory, reading room, computer labs, gym etc. on the payment of a fee or otherwise.

5. Policy Content and Guidelines

WDC would function in consonance with the guidelines of “SAKSHAM” provided by UGC.

The main functions shall include:

1. Organizing workshops and seminars that will result in women empowerment of both within the campus and outside the campus.
2. Spreading awareness about issues affecting women like health and fitness, finances and investment etc.
3. Assisting Cell for Prevention of Sexual Harassment (CPSH) for dealing with complaint and conducting an inquiry.
4. Collaborate with different State functionaries like State Resource Centre for Women (SRCW- NMEW), Gujarat Women Economic Development Corporation Ltd. (GWEDC) and Women and Child Development Department, Gujarat.
5. Collaborate with various organizations active in the field of women empowerment.
6. Monitor the timely conduction of activities under WDC and submit the reports of same to the University.

Composition of WDC

The composition of WDC shall be as under:

Sr. No.:	Position	Members Profile	Members
1	Chairperson	A female faculty member of the cadre Associate Professor and above. To be nominated by the Provost	
2	Member	Girl’s hostel warden.	
3	Member	An eminent woman academician from outside the University nominated by the Provost.	
4	Member	A woman representative of an NGO nominated by the Provost.	
5	Member	A woman member from CPSH approved by the Provost.	
6	Department Coordinators	One female faculty member from each department/ Institute/ Center to promote and conduct the WDC activities.	
7	Member Secretary	A member from Governance of CHARUSAT, to be nominated by Provost.	

6. Operational Mechanism

Meetings:

- The meeting agenda will be linked to the objectives of WDC and annual action plan. However the committee will also assess the current needs and develops the agenda accordingly.
- The Committee will meet at least three times a year. The chair of the Committee may convene additional meetings, as he/she deems necessary.
- A minimum of 4 members of the Committee will be present for the meeting to constitute a quorum.

Execution of Activities:

- A minimum of 4 activities (Workshops/Seminars/Awareness Camps/Training Programmes) will be conducted in an academic year.
- The activity will be planned and executed by WDC, supported by Department Coordinators.
- A detailed report of each activity will be submitted to the university.
- Sample list of activities are as following:
 - Workshops/ seminars/ awareness camps on issues like:
 - Personality Development
 - Women Fitness
 - Legal Literacy
 - Financial Literacy
 - Computer Training
 - Leadership
 - Entrepreneurship Development Suggestive List of Activities:
 - How to develop a kitchen garden
 - Cookery Classes, etc.
 - Train the urban underprivileged adolescent youth in English Proficiency, Basic Computer Education and Soft Skills for enhancing their prospects of employment in the fast expanding retail, hospitality and Business Process Outsourcing (BPO) sectors.
 - Performing skits and road plays for creating awareness in society.
 - Organizing Group discussions, Speech, Debate, Essay writing, Extempore, Posters etc on current issues to sensitize students.
 - Arranging lectures of highly qualified and successful Women.
 - Providing basic amenities for hygiene (soaps, hand towels etc), education (copies, pen, pencil etc.), old clothes, and other supplies through the University departments.
- Any complaints of Sexual harassment received by WDC would be directed to the CPSH and full assistance would be provided to find justice in the case.

7. Review of Policy

- On the basis of the experience of the working of the policy the WDC after adequate consultation with the related departments like CPSH can put forth suggestion/recommendation for changes in the policy.
- The WDC- Chairperson is authorized to make recommendations to the University about changes in the policy.
- Any change will be incorporated based on approval from Board of Management of CHARUSAT University.
- The policy will be reviewed after 2 academic years.