

Minutes of the Meeting of Internal Complaint Committee (ICC) (Sexual Harassment at Work place Prevention, Prohibition and Redressal) held on 9.8.2021 at 2pm at Principals Chamber.

Members Present

Smt. Anjali. A.S. (Presiding Officer)	<u>Anjali</u>
Sri Chiruna Viswas (Member)	<u>Chiruna</u>
Dr. Reshma C.V. (Member)	<u>Reshma</u>
Smt. Rekha.C.C. (Member)	<u>Rekha</u>
Smt. Mooneyhan. (Member)	<u>Mooneyhan</u>
Kum. Sanjee Manoj (Student Member)	<u>Sanjee</u>
Kum. Thasneem. (Student Member)	<u>Thasneem</u>
Kum. Adya Lakshmi (Student Member)	<u>Adya</u>

Agenda:

- To discuss about the Constitution and functioning of ICC in the College.
- To discuss about the Notification No. 18565 / Leg 100 2013 Law, Kerala Gazette No. 50 dated 17th December 2013, PART-1 prohibited by Govt of Kerala.

The following points were discussed in the meeting:

- The members discussed about the Gazette Notification dated 17 December 2013 of Govt of Kerala.
- Presiding Officer read the letter No 120/2021 M (CHEdm & SJ) of Higher Education Dep. Govt of Kerala.
- Meeting decided to make a draft of objectives, scope and enquiry process of ICC.

Anjali
9/8/2021

Minutes of the meeting of Ice Social Harassment at workplace (Prevents, Prohibitions and Redressal) held on 26.08.2021 at 11 am at Principal's chamber.

Members Present:

Smt. Anshu A/S

Sri Chhama Viswas

Dr. Parbhu C.V.

Smt. Rekha C.C.

Smt. Nagojahan.

Kum. Sanku Mangi

Kum. Masneem

Kum. Adya Lakshoni

Amalika S

Usha

N. Jagan

Smt.

Pooja

Ashwini

Agenda:

1. To discuss about the draft objectives, scope and working of ICE in the College.
2. To discuss about the events and programs to be organized in the College for creating awareness among students.
3. Any other matters.

Decisions Taken:

1. The Committee discussed in detail the objective and scope of ICE constituted in the college and necessary corrections were incorporated.
2. Members unanimously suggested to organize programs both for girls and boys in the college.

Amalika S
26/8/2021

Minutes of ICC held on 22/03/2022.
at 2.30 pm.

Members Present:

Smt. Anjali A.T.C.

Sri Chintana Viswas.

For Reshma C.V.

Smt. Rekha C.C.

Smt. Noorjahan.

Kum. Sarika Manoj

Kum. Thasneem.

Kum. Adyalakshmi

Amal

Amal

Amal

Amal

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Amal

Amal

Agenda:

1. To discuss about the events and programs to be organized in the college for the academic year 2022-23.
2. Any other matter.

The following points were discussed in the meeting:

1. The presiding officer read out the minutes of the previous meeting.
2. Members discussed and approved the proforma for filing complaint against sexual harassment.
3. Presiding officer informed that there were no cases relating to sexual harassment were reported in the college during the academic year 2021-22.

Amal

22/3/2022

Minutes of the Meeting of I.C.C. held on
1.10.2022 at 11:am.

Members present:

Smt. Anjali. A.C.

Sri. Chrbuna Viswas.

Dr. Reshma. C.V.

Smt. Rekha. C.C.

Smt. Nagojahan.

Kum. S. Manoj.

Amalika

Wd

Red

MSA

Agenda:

1. To include new student representatives in the I.C.C. in the place of Kum. Adipalashmi, Kum. Sanika Hanoj and Kum. Thasneem.
2. To decide about the events and programmes to be organised in the College.

The following points were discussed in the meeting.

1. The presiding officer read out the minutes of previous meeting.
2. The Committee decided to include the following students as new members of I.C.C.
 1. Kum. Hasema. H.
 2. Anjali S. (Dept. Engg / IP BA)
 3. Kum. Sadiya (Dept. Microbiology / BSc)
3. The Committee discussed about the need for organising awareness programmes among staff and students by conducting (Artistic and Creative) competitions to ensure their active participation in the working of I.C.C.
4. The meeting ended with vote of thanks.

Amalika
11/10/2022

3 5

Minutes of the meeting of ICE held on
24.02.2023 at 11 am.

Members present:

- | | |
|------------------------|-------------------|
| 1. Smt. Anjali. A.S. | <u>Amalika S.</u> |
| 2. Sri Chhanna Viswas. | _____ |
| 3. Mr. Roshni. C.V. | _____ |
| 4. Smt. Rakha. C. | _____ |
| 5. Smt. Noorjahan. | _____ |
| 6. Kum. Haswani. H. | _____ |
| 7. Kum. Pooja. S. | _____ |
| 8. Kum. Sudya. | _____ |

Agenda.

1. To discuss about the functions of ICE in the college during the academic year 2023-24.
2. To decide about the programs to be organised during the year 2023-24.
3. Any other matters.

The following points were discussed in the meeting.

1. Prindny office read out the minutes of previous meeting.
2. The Prindny office informed that there were no cases relating to sexual harassment in the college.
3. The Commitee discussed about the need for organising awareness programmes among staff and students.

Amalika S.
24/2/2023

Minutes of the meeting of the ICC held
on 6.07.2023 at 11.30 am.

Members Present.

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|---|----------------------|------------------|
| 1 | Smt. Anjali. Arts | <u>Anjali</u> |
| 2 | Sri. Chibumbe Viswas | _____ |
| 3 | Dr. Reshma. CV | <u>Reshma</u> |
| 4 | Smt. Rakha. CC. | <u>Rakha</u> |
| 5 | Smt. Noorjahan. | <u>Noorjahan</u> |
| 6 | Kum. Haseena. H. | <u>Haseena</u> |
| 7 | Kum. Pooja. S. | <u>Pooja</u> |
| 8 | Kum. Sandhya | <u>Sandhya</u> |

Agenda.

1. To decide about the programmes to be conducted on the campus.
2. To evaluate the working of ICC in the College.

The following points were discussed on the meeting.

1. The meeting decided to organise programmes in the campus by associating with other clubs.
2. Decided to conduct poster competition among students.
3. The committee decided to organise an awareness cum sensitization campaign via lectures and distribution of materials at the beginning of each academic year.

Anjali
6/7/2023