

CELL FOR PREVENTION OF SEXUAL HARRASMENT
(Academic Year 2021-22)

PROCEEDINGS OF THE 1ST MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 12TH, NOVEMBER 2021 AT 12:30 PM IN THE PRINCIPAL'S OFFICE.

Meeting 01

Date: 12/11/21

Time: 12:30 pm

Venue: Principal office

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhna Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ramya Pillai	Asst. Professor	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office Incharge	Choithram CON, Indore
Student	Ms. Shreya S.Kumar	Head girl	Choithram CON, Indore
Student	Ms. Deepika Patel	Student	Choithram CON, Indore

Agenda:

To decide action plan of the cell for the Academic year 2021-2022.

Minutes:

- Prof. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- All the members decided to-
 - a. Make an action plan for the year 2021-2022 to ensure safety of the girl students in the college campus by putting CCTV cameras in hostel also.
 - b. Make them aware about the functions and guidelines of the anti-sexual harassment cell for women,
 - c. Aware them about the procedure to make complaints if they have any problem regarding sexual harassment.
 - d. Organise Self -defence sessions /Training program for students to build confidence among them.
- Mrs Ramya Pillai concluded the meeting with the vote of thanks for the meeting.



Principal

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PROCEEDINGS OF THE 2nd MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 15TH, JUNE 2021 AT 11:00AM IN THE CONFERENCE ROOM.

Meeting 02

Date: 15/6/22

Time: 11:00 am

Venue: Conference Room

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhna Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Ramya Pillai	Asst. Professor	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office Incharge	Choithram CON, Indore
Non-teaching Faculty	Mrs. Saroj Rana	Wardon	Choithram CON, Indore
Student Member	Ms. Shreya S.Kumar	Head girl	Choithram CON, Indore
Student Member	Ms. Bismi Mathew	Head girl	Choithram CON, Indore
Student Member	Ms. Deepika Patel	Student	Choithram CON, Indore

Agenda:

- Celebration of World Women Equality Day.
- To conduct an awareness program for new B.Sc. Nursing batch regarding, code of conduct and cell for prevention of Sexual harassment.

Minutes:

- Prof. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- All the members discussed on-
 - a. Forming posters of 'Anti-Sexual Harassment Cell' specifying guidelines of the cell and display them on the walls of the college building as per the directions given by the central government.
 - b. Discussion was made to celebrate world Women equality Day on 26/8/22 and make sensitize all teaching and nonteaching staffs for the same.
 - c. It was also decided to conduct an orientation session on Prevention of Sexual Harassment and its guidelines for New B.Sc. (N) students, after their Induction and orientation Program, as they joined the institution.
- Mrs Ramya Pillai concluded the meeting with the vote of thanks for the meeting.


Principal

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PROCEEDINGS OF THE 3rd MEETING (INTERNAL COMPLAINTS COMMITTEE) OF THE
CELL FOR PREVENTION OF SEXUAL HARRASMENT HELD ON 29TH, SEPTEMBER 2022 AT
3:30PM IN THE PRINCIPAL'S OFFICE.

Meeting 03

Date: 29/9/22

Time: 3:30 Pm

Venue: Principal's Office

The following Members attended the Meeting:

Details	Name	Designation	Address
Chairperson	Dr. (Prof) Aradhna Michael	Principal	Choithram CON, Indore
Coordinator	Prof. Ancy Varkey	Professor	Choithram CON, Indore
Teaching Faculty	Prof. Rakhi Phandse	Professor	Choithram CON, Indore
Teaching Faculty	Mrs. Vaishali Tiwari	Assoc. Professor	Choithram CON, Indore
Teaching Faculty	Mr. Anmol Joseph	Asst. Lecturer	Choithram CON, Indore
Non-teaching Faculty	Mrs. Mercy Phillip	Office Incharge	Choithram CON, Indore
Student Member	Ms. Shreya S.Kumar	Head girl	Choithram CON, Indore
Student Member	Ms. Bismi Mathew	Head girl	Choithram CON, Indore
Student Member	Ms. Preetibala Verma	Student	Choithram CON, Indore

Agenda:

- To elect and add new members in cell for prevention of Sexual Harassment.
- To Orient Elected new members about the functions, procedure and guidelines for Prevention of Sexual Harassment cell.

Minutes:

- Prof. Ancy Varkey welcomed all the members and explained the purpose of the meeting.
- Minutes of the previous meeting were read and discussed.
- The internal complaints committee (ICC) was re-constituted as mentioned above as per the UGC (Prevention, Prohibition and Redressed OF Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015.
- The committee noted that though no complaint of sexual harassment has been received from any girl student, it was necessary to be alert not to occur such events in the college campus,
- Prof. Ancy Varkey has explained and discussed about the functions, procedure and guidelines for Prevention of Sexual Harassment cell to new members.
- Prof. Rakhi Phandse concluded the meeting with the vote of thanks for the meeting.

Principal 