

Kongu Arts and Science College (Autonomous), Erode

Internal Complaints Committee (ICC)

*Sexual Harassment at Workplace
(Prevention, Prohibition and Redressal)*

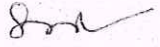
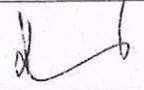
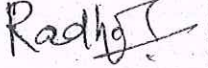


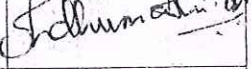
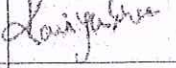
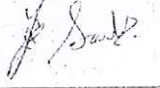
Minutes of the Meeting

15.07.2019

The Meeting of Internal Complaints Committee (ICC), Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) was held on 15.07.2019 at the Principal's Chamber.


The following points were discussed/ agreed for further action

1. A meeting of the student and faculty representatives of the **Women Development Cell** and the student and faculty members of **Internal Complaints Committee** along with the Principal has been planned on 16.07.2019 to discuss all matters relating to women in the Campus and to make suggestions and proposals to the institute administration regarding such matters.
2. The names and contact details of ICC members will be displayed in the prime places such as the Main Notice Board, the Department Notice Boards and the Hostel Notice Boards.

S.No.	Name	Convenor/ Member	Designation	Signature
1	Ms. S.Manjula	Presiding Officer	Associate Professor and Head, Department of CDF	
2	Dr. V.Krishnaveni	Member	Associate Professor, Department of Computer Science (UG)	
3	Ms. T.Radha	Member	Assistant Professor, Department of Biochemistry	
4	Dr. N.Radhika	Member	Associate Professor, Department of CDF	
5	Dr. P.Kalarani	Member	Assistant Professor, Department of CT and IT	
6	Ms. B. A. Indumathi	Student Member	Department of Computer Science (UG)	
7	K. Kaviya Sree. K	Student Member	Department of Costume Design and Fashion	
8	Ms. B. Savitha	Third Party Member	Advocate, Erode	



Dr. N. RAMAN
PRINCIPAL,
KONGU ARTS AND SCIENCE COLLEGE
(AUTONOMOUS)
NANJANAPURAM, ERODE - 638 107.


PRESIDING OFFICER

Kongu Arts and Science College (Autonomous), Erode
Internal Complaints Committee (ICC)

Sexual Harassment at Workplace
(Prevention, Prohibition and Redressal)


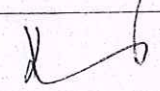
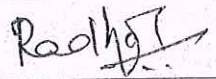
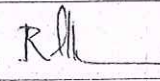
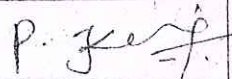
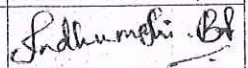

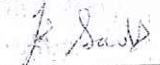
Minutes of the Meeting

16.07.2019

A meeting of the **Principal** with the Female students and faculty representatives of the **Internal Complaints Committee** and the student and faculty representatives of the **Women Development Cell** was held on 16.07.2019 at P.G Seminar Hall.

The following points were discussed/ agreed for further action

1. The Principal addressed the students with the details regarding the measures taken to ensure safety and dignity of the women in the Campus.
2. The forums available in the Department Level as well as in the College Level for the prevention and Redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto were detailed.
3. The Principal also recalled the portrayal of the names and contact details of ICC members in the prime places such as the Main Notice Board, the Department Notice Boards and the Hostel Notice Boards and the College Website.
4. The students interacted with him and they thanked the Principal and the Management for providing a Safe, Secured and a Ragging-free environment.

S.No.	Name	Convenor/ Member	Designation	Signature
1	Ms. S.Manjula	Presiding Officer	Associate Professor and Head, Department of CDF	
2	Dr. V.Krishnaveni	Member	Associate Professor, Department of Computer Science (UG)	
3	Ms. T.Radha	Member	Assistant Professor, Department of Biochemistry	
4	Dr. N.Radhika	Member	Associate Professor, Department of CDF	
5	Dr. P.Kalarani	Member	Assistant Professor, Department of CT and IT	
6	Ms. B.A.Indumathi	Student Member	Department of Computer Science (UG)	
7	K.Kaviya Sree.K	Student Member	Department of Costume Design and Fashion	
8	Ms. B.Savitha	Third Party Member	Advocate, Erode	



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PRINCIPAL, PRESIDING OFFICER
KONGU ARTS AND SCIENCE COLLEGE
(AUTONOMOUS)
MANJANAPURAM, ERODE - 638 107.

Kongu Arts and Science College (Autonomous), Erode
Internal Complaints Committee (ICC)

*Sexual Harassment at Workplace
(Prevention, Prohibition and Redressal)*

Minutes of the Meeting

01.06.2020

A meeting of the **Principal** with the Female students and faculty representatives of the **Internal Complaints Committee (ICC)**, Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) was held on 01.06.2020 through Zoom cloud online application.


The following points were discussed/ agreed for further action

1. Ensuring the safety of the Female students when they use online media during the Covid '19 Pandemic situation through various measures
2. Apprising the Faculty members to take utmost care in keeping the contact details of the Female students in a confidential manner

S.No.	Name	Convenor/ Member	Designation	Signature
1	Ms. S.Manjula	Presiding Officer	Associate Professor and Head, Department of CDF	✓
2	Dr.V.Krishnaveni	Member	Associate Professor, Department of Computer Science (UG)	✓
3	Ms.T.Radha	Member	Assistant Professor, Department of Biochemistry	✓
4	Dr. N.Radhika	Member	Associate Professor, Department of CDF	✓
5	Dr.P.Kalarani	Member	Assistant Professor, Department of CT and IT	✓
6	Ms. B.Savitha	Third Party Member	Advocate, Erode	✓


PRESIDING OFFICER



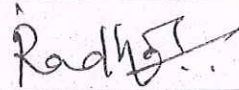
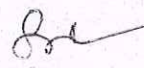

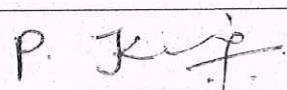

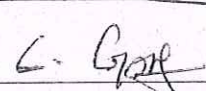
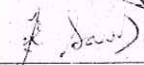

Dr. N. RAMAN
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KONGU ARTS AND SCIENCE COLLEGE
(AUTONOMOUS)
NANJANAPURAM, ERODE - 638 107.

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NANJANAPURAM, ERODE - 638 107**

**Prevention of Sexual Harassment of Women Committee
&
Internal Complaints Committee**

MEETING MINUTES

MINUTES OF THE MEETING BETWEEN THE CONVENOR OF THE COMMITTEE AND THE MEMBERS HELD AT 12.15 P.M. ON 07.08.2019 IN THE DEPARTMENT OF COMPUTER SCIENCE

S.No.	Name	Convenor/Member	Designation	Signature
1	Ms.T.Radha	Member	Assistant Professor, Department of Biochemistry	
2	Ms. S Manjula	Member	Associate Professor and Head, Department of CDF	
3	Dr. N.Radhika	Member	Associate Professor, Department of CDF	
4	Dr.P.Kalarani	Member	Assistant Professor, Department of CT and IT	
5	Ms.N.Eswari	Member	D.E.O., Office of CoE	
6	Ms.C.Gomathi	Member	Lab Assistant, Department of CDF	
7	Tmt. B.Savitha	Third Party Member	Advocate, Erode	

1. The following points were discussed.

S.No.	Points Discussed	Responsibility	Target Date
1.	To render an introduction about the Prevention of Sexual Harassment of Women Committee & Internal Complaints Committee and to inculcate all the necessary measures the Institution is taking to ensure the safety and dignity of women in the Campus to the first Year UG and PG girl students of our College	Dr.V.Krishnaveni and Ms.S.Manjula	20.08.2019





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S.No.	Points Discussed	Responsibility	Target Date
2.	To conduct an "Awareness and Training programme on Self- defense Techniques (Martial Arts)" in association with Budokai Martial Arts Association, Erode for the first Year UG and PG girl students of our College	The Convenor and the faculty Members of the Committee	20.08.2019
3.	Resource Person arrangement , Approval, Bill settlement, Website Updation and overall coordination	Dr.V.Krishnaveni	10.08.2019
4.	Camera, Press and White Board writing	Ms. S.Manjula	19.08.2019 and 20.08.2019
5.	Circular and scheduling the Programme	Dr.N.Radhika	16.08.2019
6.	Lunch , Refreshment and Water Bottles for Resource Persons	Ms.T.Radha	19.08.2019 and 20.08.2019
7.	Auditorium Arrangement	Dr.P.Kalarani	19.08.2019 and 20.08.2019

2. All the members were asked to adhere to the schedule and task assigned to them.

CONVENOR


[Dr. V. Krishnaveni]



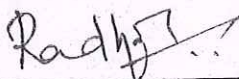
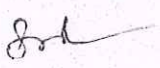
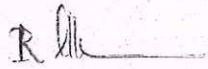
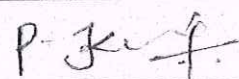

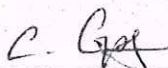
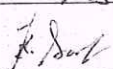

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Internal Complaints Committee

MEETING MINUTES


MINUTES OF THE MEETING BETWEEN THE CONVENOR OF THE COMMITTEE AND THE MEMBERS HELD AT 12.15 P.M. ON 03.02.2020 IN THE DEPARTMENT OF COMPUTER SCIENCE

S.No.	Name	Convenor/Member	Designation	Signature
1	Ms.T.Radha	Member	Assistant Professor, Department of Biochemistry	
2	Ms. S.Manjula	Member	Associate Professor and Head, Department of CDF	
3	Dr. N.Radhika	Member	Associate Professor, Department of CDF	
4	Dr.P.Kalarani	Member	Assistant Professor, Department of CT and IT	
5	Ms.N.Eswari	Member	D.E.O., Office of CoE	
6	Ms.C.Gomathi	Member	Lab Assistant, Department of CDF	
7	Tmt. B.Savitha	Third Party Member	Advocate, Erode	

1. The following points were discussed.

S.No.	Points Discussed	Responsibility	Target Date
1.	To organize an awareness Programme on “ Legal Rights of Women ” for the final Year UG and PG girl students of our College with Tmt. Lakshmi M.L, Secretary/Sub-Judge, District Legal Services Authority, Erode and Tmt. G.Geetha, Advocate , District Court, Erode	Dr.V.Krishnaveni and Ms.S.Manjula	17.02.2020
2.	Resource Person arrangement , Approval, Agenda Preparation, Press, Photo, and overall coordination	Dr.V.Krishnaveni	17.02.2020

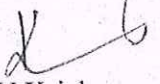



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S.No.	Points Discussed	Responsibility	Target Date
3.	Bill settlement, Website Updation	Dr.V.Krishnaveni	Within 15 days from 17.02.2020
4.	Welcome address and White Board writing	Ms. S.Manjula	17.02.2020
5.	Scheduling the Programme ,Compering and Vote of Thanks	Dr.N.Radhika	17.02.2020
6.	Refreshment and Water Bottles for Resource Persons	Ms.T.Radha	17.02.2020
7.	Hall, LCD, Laptop and Mike Arrangement	Dr.P.Kalarani	17.02.2020
8.	Maintaining the Students' Discipline	All Members	17.02.2020

2. All the members were asked to adhere to the schedule and task assigned to them.

CONVENOR


[Dr. V. Krishnaveni]



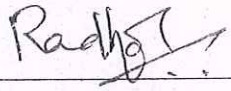
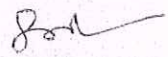

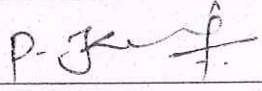
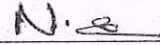
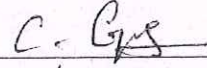
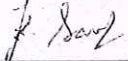

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6	Ms.C.Gomathi	Member	Lab Assistant, Department of CDF	
7	Tmt. B.Savitha	Third Party Member	Advocate, Erode	

1. The following points were discussed.

S.No.	Points Discussed	Responsibility	Target Date
1.	To organize a workshop to the final Year students of our College on "Gender Sensitization and Prevention of Child sexual Abuse" on 13.02.2020 with Mrs.Revathi Ramkumar, Project Coordinator, AID India, Chennai as the Resource Person.	Dr.V.Krishnaveni and Ms.S.Manjula & Ms.V.Kanchana,AID (INDIA Kongu Chapter)	13.02.2020




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