



MAR THOMA COLLEGE FOR WOMEN PERUMBAVOOR

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases



CRITERION-5

STUDENT SUPPORT AND PROGRESSION

2017-2022

**MINUTES OF ANTI SEXUAL
HARASSMENT/ INTERNAL
COMPLAINTS COMMITTEE**

2021-2022

Minutes of meeting held on 06 July 2021

Date of meeting : 06 07. 2021

Time : 4 pm

Agenda : To discuss the Action Plan of the Cell ~~for~~ for the academic year 2021-22.

Members Present

1. Dr. Sujo Mary Varghese, Principal *Sujo Mary*
2. Dr. Anupama P, IQAC Coordinator *AD*
3. Ms. Sherin T. Abraham, Convenor *Sherin*
4. Ms. Preethi Sara Joseph, Staff Representative *Preethi*

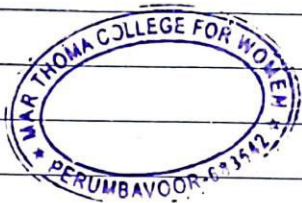
The first meeting of the Anti-Sexual Harassment Cell for the academic year 2021-22 was held on 6th July 2021 via Google Meet. Principal, Dr. Sujo Mary Varghese presided over the meeting. Convenor, Ms. Sherin T. Abraham welcomed the members to the meeting.

The following matters were discussed during the meeting:-

- The students and staff of the college shall be given an orientation regarding the cell and its functioning.
- The meeting discussed the areas in which incidents of sexual harassment may occur.
- The surveillance cameras installed around the campus premises shall be checked periodically to ensure that they are working properly.
- Mentoring of students shall be done regularly so that students can voice out their concerns freely and openly.

- More activities shall be conducted during the academic year relating to the topics of women empowerment, gender sensitisation etc.
- Complaints, if any brought to the notice of the college shall be clearly documented and addressed confidentially.

The meeting concluded at 4:30 pm.



Syllabus

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Minutes of Meeting held on 22 March 2022.

Date of meeting : 22.03.2022

Time : 3.30 pm

Venue : Principal's Office

Agenda : To discuss and review the activities of the Cell during the academic year

Members Present

1. Dr. Sujya Mary Vaughese, Principal *Sujya*
2. Dr. Anupama P, IQAC Coordinator *AD*
3. Ms. Sherin T. Abraham, Convenor *Sherin*
4. Ms. Preethi Sara Joseph, Staff Representative *Preethi*

A meeting of the Anti-Sexual Harassment Cell was held on 22.03.2022 at 3.30 pm. Principal, Dr. Sujya Mary Vaughese presided over the meeting. The meeting began with a silent prayer. The minutes of the previous meeting were read out and approved.

The following matters were discussed during the meeting :-

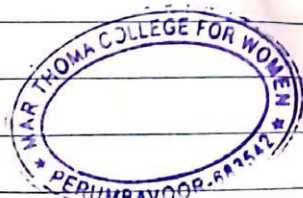
- The Principal congratulated the activities of the Cell and appreciated its efforts in maintaining the campus harassment-free and safe for students.
- As discussed in the previous meeting, a number of programs were organised during the academic year. The members reviewed these programs and their effectiveness among students.
- NSS in association with Women and Child Development Department organised a Gender Sensitisation Campaign - 'Kanal' from September

1st to 3rd. A session on 'Gender Relations' was conducted on September 1, 2021 and a session on the topic 'Gender and Law' was taken on 03rd September 2021.

- The College Union and Arts Club observed the 'International Day for the Elimination of Violence against Women' on 25th November 2021.
- The English Association organised a round table conference on the topic 'Do dowry deaths reveal the true picture of gender relations in India?' on 2nd December 2021, in which students actively participated and expressed their opinions.
- Complaint boxes were checked periodically during the year to ensure that complaints regarding sexual harassment are identified and settled immediately.
- Till date, no cases of sexual harassment has been reported in the institution.

Ms. Sherin T Abraham expressed her gratitude to the members of the Committee for their support during the academic year.

The meeting concluded at 4.45 pm.



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2020 - 21.

Minutes of Meetings of Anti-Sexual Harassment CellMinutes of Meeting held on 01 July 2020

Date of meeting : 01/07/2020

Time of meeting : 3.30pm

Agenda : To discuss the Action Plan of the Cell for the academic year 2020-21.

Members Present

1. Dr. Liji George, Principal ~~George~~
2. Dr. Anupama P, IQAC Coordinator CS
3. Ms. Sherin T. Abraham, Convenor ~~Abraham~~
4. Ms. Preethi Sara Joseph, Staff Representative Preethi

The first meeting of the Anti-Sexual Harassment Cell ~~was~~ for the academic year 2020-21 was held on 01.07.2020 via Google Meet. Ms. Sherin T. Abraham, Convenor of the Cell welcomed the members to the meeting.

The following matters were discussed during the meeting :-

- Various clubs and cells functioning in the college shall be encouraged to conduct more women empowerment and gender sensitisation programs during the academic year.
- The members discussed the different areas in and around the campus, which incidents of sexual harassment may occur.
- It was decided that surveillance cameras shall be installed at prime locations to detect and prevent any cases of harassment and to

ensure safety of the students:

- Periodic inspection and ^{strict} supervision should be maintained in the college hostel to prevent incidents of harassment.
- Complaints, if any, brought to the notice of the college shall be clearly documented and addressed timely and confidentially.
- The services of the Counselors shall also be made available to the students in need, through online mode.

The meeting concluded at 4.15 pm.



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Minutes of Meeting held on 10 March 2021

Date of meeting : 10.03.2021

Time : 3:30 pm

Venue : Principal's office

Agenda : To discuss and review the activities of the cell during the academic year 2020-21.

Members Present

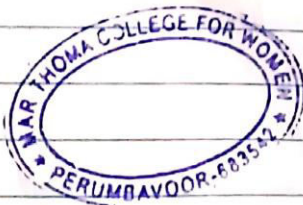
1. Dr. Lyigi George, Principal Lyigi George
2. Dr. Anupama P, IQAC Coordinator AN
3. Ms. Sherin T. Abraham, Convener Sherin
4. Ms. Preethi Sara Joseph, Staff Representative Preethi

A meeting of the Anti-Sexual Harassment Cell was held on 10 March 2021 at 3:30 pm. The meeting began with a silent prayer. The minutes of the previous meeting were read out and approved.

The following points were discussed during the meeting:-

- The Principal expressed her satisfaction in the activities and functioning of the cell. She also congratulated the various departments and cells for organising women empowerment and gender sensitisation programs in the campus.
- ~~As~~ In accordance with the decisions taken during the previous meeting, a number of programs were conducted and the meeting reviewed the programs and found them to be helpful for the students.

- A webinar on the topic 'Women Protection Laws' was organised by the Women's Cell in association with the Seethalayam project on the occasion of International Day for the Elimination of Violence against women on 25th November 2020.
- The English Association organised a webinar on LGBT Communities titled 'Each Voice Matters' as a part of study on gender and sexualities on 08 December 2020.
- The Department of English organised a webinar on the topic 'Coming out and leaving the closet behind: Dismantling gender in the times of Social Polarisation' on 02nd February 2021.
- The Convenor, and the Principal stressed on the importance of maintaining continued vigil in the campus, so as to prevent any occurrences of harassment.
- Till date, no cases of sexual harassment has been reported in the institution.
- Ms. Sherin T Abraham, expressed her gratitude to the members for their support during the academic year. The meeting concluded at 4.45 pm.



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2019-20

MINUTES OF ANTI-SEXUAL HARASSMENT CELL MEETINGSMinutes of Meeting held on 17 June 2019

Date of meeting : 17.06.2019

Time : 12.30 pm

Venue : Principal's Office

Agenda : To discuss the action plan of the Cell
for the academic year 2019-20Members Present

1. Dr. Gigi George, Principal ~~George~~
2. Dr. Anupama P, IQAC Coordinator ~~CD~~
3. Ms. Shesin T. Abraham, Convener ~~Shesin~~
4. Ms. Preethi Sara Joseph, Staff Representative ~~Preethi~~

The first meeting of the Anti-Sexual Harassment Cell was held on 17.06.2019 at 12.30 pm. Principal, Dr. Gigi George, presided over the meeting. The meeting began with a silent prayer. Ms. Shesin T. Abraham, convener of the Cell welcomed the members to the meeting.

The following points were discussed during the meeting :-

- The Principal stressed on the importance of organising programs relating to gender equality, women empowerment and self defense in the campus.
- The services of the student counselor, Ms Angel Mathew shall be made available to students in need.
- Complaint boxes shall be checked regularly to ensure that complaints regarding sexual harassment are identified and settled immediately.
- Periodic supervision and vigil should be maintained in the college hostel, to prevent any occurrences

of harassment.

- Students shall be encouraged to report the cases of harassment, if any, to the college immediately.
- The Heads of Departments shall also provide necessary guidance and awareness to the students regarding the same.

The meeting concluded at 1:15 pm.



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Minutes of Meeting held on 26 February 2020

Date of meeting : 26.02.2020
 Time : 3.30 pm
 Venue : Principal's office
 Agenda : To discuss and review the activities of the Cell during the academic year 2019-20

Members Present

1. Dr. Gigi George, Principal *Gigi George*
2. Dr. Anupama P, IQAC Coordinator *AN*
3. Ms. Sherin T Abraham, Convenor *Sherin*
4. Ms. Preethi Sara Joseph, Staff Representative *Preethi*

A meeting of the Anti-Sexual Harassment Cell was held on 26 February 2020 at 3.30 pm. Principal, Dr Gigi George presided over the meeting and the meeting began with a silent prayer. The minutes of the previous meeting were read out and approved.

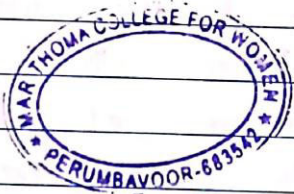
The following matters were discussed during the meeting:-

- A number of programmes in relation to women's rights, health and gender equality were organised throughout the academic year by various clubs and departments.
- The Cell reviewed the programmes conducted and it was observed that they were highly beneficial for the students.
- An AIDS awareness campaign in association with Health Department, Perumbavoor municipality and NSS, NCC and YRC units was conducted on 19.12.2019.
- A program on Adolescent Health issues and care was conducted on 17.02.2020 which gave a clear

understanding about the importance of maintaining a healthy lifestyle and also the common health issues in teenagers.

- The Principal congratulated the various departments and clubs for organising awareness and gender sensitisation programs in the campus.
- The efforts of the Cell in this regard was also appreciated.
- Till date, no cases of sexual harassment have been reported in the institution.

Ms. Sherin T. Abraham proposed the vote of thanks and the meeting concluded at 4.30 pm.



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
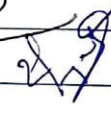
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2018-19

MINUTES OF ANTI-SEXUAL HARASSMENT CELL MEETINGSMinutes of meeting held on 14 June 2018

Date of meeting : 14.06.2018
 Time : 4 pm
 Venue : Principal's office
 Agenda : To discuss the Action Plan of
 the Cell for the academic year 2018-19

Members Present

1. Dr. Lusy Cherian, Principal 
2. Dr. Anupama P, IQAC Coordinator (W) 
3. Ms. Sangeetha Rachel Koruth, Convener 
4. Dr. Annie Kurian K, Staff Representative

The first meeting of the Anti-Sexual Harassment Cell for the academic year 2018-19 was held on 14.06.2018.

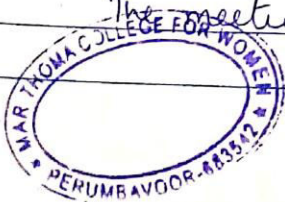
Principal, Dr. Lusy Cherian presided over the meeting.

The meeting began with a silent prayer.

The following matters were discussed during the meeting

- It was decided that programs relating to gender equality, women's rights and self defense shall be conducted during the academic year to create awareness among students.
- Students shall be encouraged to report the cases of harassment to the college immediately.
- Complaints, if any, brought to the notice of the college shall be clearly documented and addressed confidentially.

The meeting came to an end at 4.30 pm




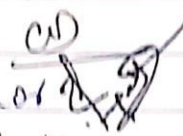





Minutes of Meeting held on 22 March 2019

Date of meeting : 22.03.2019
 Time : 3.30 pm
 Venue : Principal's office
 Agenda : To discuss and review the activities of the Cell for the academic year

Members Present

1. Dr. Lily Cherian, Principal 
2. Dr. Anupama P, ISAC Coordinator 
3. Ms. Sangeetha Rachel Koruth, Convenor 
4. Dr. Annie Kuriyan K, Staff Representative

A meeting of the Anti-Sexual Harassment Cell was held on 22nd March 2019 at 3:30 pm. The meeting was presided by the Principal, Dr. Lily Cherian. Ms. Sangeetha Rachel Koruth welcomed the members to the meeting. The minutes of the previous meeting were read out and approved.

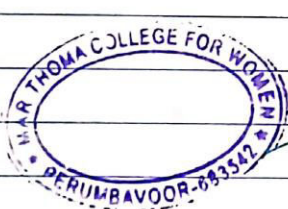
The following matters were discussed during the meeting:-

- A number of programmes and activities were organised throughout the academic year to bring awareness among the students and also to empower them, which were found to be highly effective.
- The various programmes organised during the year relating to gender sensitisation, gender equality etc. were reviewed during the meeting.
- Women's Cell in association with Kerala State

Women's Development Corporation organised a gender sensitisation program titled 'Gender Sensitisation : Expectation and Reality' on 19th March 2019, which was highly informative and beneficial for the students.

- Gender related short films were screened in the Conference Hall for all the students on every Thursdays from June²⁰¹⁸ to March 2019 to create awareness among students.
- The Principal congratulated the various clubs and departments for organising awareness and gender sensitisation programs in the campus.
- Till date, no cases of sexual harassment have been reported in the institution.

The meeting concluded at 4.30 pm.



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MINUTES OF ANTI-SEXUAL HARASSMENT CELL 2017-18

Minutes of meeting held on 13.06.2017




Date of meeting : 13.06.2017

Time of meeting : 3.30 pm

Venue : Principal's office

Agenda : To discuss the Action Plan of the Cell
for the academic year

Members Present

1. Dr. Lisy Cherian, Principal 
2. Ms. Chathanya Elsa Achankunju, Convener 
3. Dr. Biju Jacob Thomas
4. Ms. Mini P.K
5. Ms. Simi Paulose 
6. Mr. Gison Thomas

The first meeting of the Anti-Sexual Harassment Cell for the academic year was held on 13.06.2017. The meeting started with a short note of welcome by Ms. Chathanya Elsa Achankunju.

The following points were discussed during the meeting :

- It was decided that programs relating to gender equality, self-defense and protection shall be conducted during the academic year to sensitize and create awareness among students.
- Complaints, if any, brought to the notice of the college shall be clearly documented, and addressed timely and confidentially.
- Complaint boxes shall be checked regularly to ensure that complaints regarding sexual harassment are identified and settled immediately.
- The members also discussed the need to encourage students to report the cases of harassment (if any)

to the Cell immediately.

- The services of the College Counselor shall be made available to students in need.

Mr. Gusmon Thomas, member of the Cell delivered the vote of thanks. The meeting concluded at 4:15 pm.

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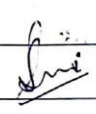


Chaitanya
Chaitanya Bsa Achankutti
Convener

Minutes of Meeting held on 05. October 2017

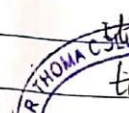
Date of meeting : 05.10.2017
 Time : 3.30 pm
 Venue : Principal's Office
 Agenda : To review the working of the Cell during the academic year

Members Present

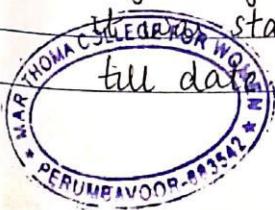
1. Dr. Lisy Cherian, Principal 
2. Ms. Chaithanya Elsa Achankunju, Convenor 
3. Dr. Biju Jacob Thomas
4. Ms. Mini P.K
5. Ms. Simi Paulose 
6. Mr. Gismon Thomas

A meeting of the Anti-Sexual Harassment Cell was held on 05.10.2017. Principal, Dr. Lisy Cherian presided over the meeting. The meeting began with a silent prayer. The minutes of the previous meeting were read out and approved.


The following matters were discussed during the meeting:

- The members reviewed the working of the Cell till date and it was found to be satisfactory.
- The Principal congratulated the Cell for its smooth functioning and timely actions.
- It was also noted that the expert team of NAAC, during their visit in the month of September 2017 expressed their appreciation towards the smooth working of the Committees in the campus.
- Regarding matters relating to complaints from students,  stated that no cases of harassment has been reported till date.

The meeting concluded at 4 pm.









 Chaithanya Elsa

Minutes of meeting held on 20 March 2018

Date of meeting : 20.03.2018
 Time : 3.30 pm
 Venue : Principals Office
 Agenda : To discuss and review the activities of the Cell during the academic year 2017-18.

Members Present

1. Dr. Lisy Cherian, Principal 
2. Ms. Chailhanya Elsa Acharakunju, Convenor 
3. Dr. Biju Jacob Thomas
4. Ms. Mini PK
5. Ms. Simi Paulose 
6. Mr. Guismon Thomas

A meeting of the Anti-Sexual Harassment Cell was held on 20.03.2018 at 3.30 pm. Principal, Dr. Lisy Cherian presided over the meeting. The meeting began with a silent prayer. The minutes of the previous meeting were read out and approved.

The following matters were discussed during the meeting:-

- Various programmes were organised during the academic year which covered topics of gender sensitisation and human rights which were found to be very effective among students.
- The members reviewed the programmes organised with the regard to the above topics.
- Women's Cell organised a seminar on the topic 'Protection of Women from Domestic Violence' on

01 March 2018. Dr. Kochurani, faculty from the Department of Economics, Bharath Matha College, Thrikkakara was the resource person for the same.

- Speaker's Club initiated a series of thought-provoking speeches on the topic 'Transgender Issues' during the months of November and December 2017.
- The Principal congratulated the various departments and clubs for organising awareness and gender sensitisation programs in the campus.
- Till date, no cases of sexual harassment have been reported in the institution.

Ms. Chaitanya Elsa Achankunju, thanked the members of the Cell for their active participation and cooperation during the academic year.
The meeting concluded at 4.30 pm.



Chaitanya

Chaitanya

Chaitanya Asa
Convener