

**LOYOLA COLLEGE OF SOCIAL SCIENCES
THIRUVANANTHAPURAM**



**CRITERIA 7: Institutional Values and Best
Practices**

7.1.1- GENDER EQUITY

**7.1.1-2 Internal Complaints Committee Minutes
2016-21**

INTERNAL COMPLAINTS COMMITTEE

Meeting No :- 1
Date :- 21/7/2015
Time :- 2.30 PM
Venue :- Principal's
chamber

Proceedings:-

The correct nomenclature being 'Internal complaints committee' to be constituted under section 4 of the Sexual Harassment of women at workplace (Prevention, Prohibition & Redressal Act and Rule 2013 by every employer of workplace/organization. Further, under Section 6 of the aforementioned Act of 2013, the College has decided to constitute such a committee with members nominated by the staff council held on 7th June 2015.

This committee to be known as the 'internal complaints committee' to receive complaints if any arising from time to time of sexual harassment from the establishment.

The chairperson welcomed the gathering and, it has been communicated by the chairperson that the internal complaints comtee. will stand with the college in protecting the modesty and dignity of all the faculty members, students & support staff stipulated by the Act in dealing with issues if any arouse in connection to sexual harassment. The Chairperson Dr. Anitha.S also alerted

the members to stay vigilant so as to keep the college campus sexual harassment free.

It was decided to have half yearly meetings of the Internal Complaints Committee, provided it has not received any complaint of sexual harassment during that period. In case of any written complaint a meeting will be summoned within 24 hours of receiving such complaint.

The meeting came to an end by 3.30 PM & the chairperson extended sincere thanks to all the members who attended the meeting.

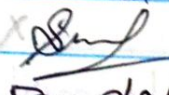
Members Present:-

Borlaach Pillai R

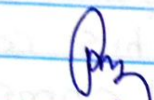
Vossy Varghese

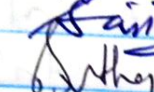
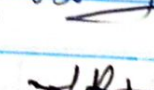
Fr. Saji J

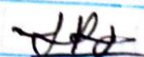
Dr. Anitha's

 Sanathya J

Pr. daben D.D.





Meeting No : 2
Date : 12/11/2016
Time : 2.30 PM
Venue : Principal's chamber

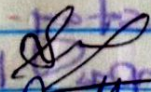
Meeting No : 2
Date : 12/11/2016
Time : 2.30 PM
Venue : Principal's chamber

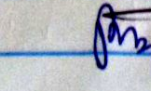
Proceedings:-

The meeting began with a silent prayer. The minutes of the previous meeting was read by Dr. Anitha S. She then welcomed the gathering and, it has been communicated that the internal complaints committee has not received any complaint under the purview of the committee. She also enquired whether there are any issues known to the members, where the college has to take proactive steps in protecting the modesty and dignity of faculty members, students and administrative staff stipulated by the Act. None of the members raised issues to be dealt with in connection to sexual harassment. The chairperson also encouraged the members to stay alert so as to keep the campus life secure. The meeting came to an end by 3 PM & Dr. Anitha S. extended sincere thanks to all the members who attended the meeting.

Members Present:-

Sandhya J
Jessey Vaeghne
Fr. Saji J
Dr. Anitha S
Praveen Pillai R



Meeting No :- 3
Date :- 17/7/2016
Time :- 2.30 PM
Venue :- JM Hall

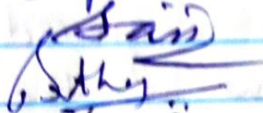
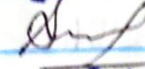
The meeting began with a silent prayer. The chairperson Dr. Anitha S welcomed all the members to the meeting. She read the minutes of the previous meeting.

It was then communicated by the chairperson that the internal complaints committee has not received any complaints under the purview of the committee. She also asked the other committee members whether there are any issues known to them, where the internal complaint committee has to take pro active steps in protecting the modesty and dignity of our faculty members students and administrative staff stipulated by the Act. None of the members raised any issue that will amount to sexual harassment. Dr Anitha S. encouraged the members to stay alert so as to keep the campus life secure for our female stakeholders.

The meeting was adjourned at 3:10 PM. The Chairperson extended her sincere thanks to all the members who attended the meeting.

Members present:-

Donaldu Pillei R
Gossy Varghese
Fr. Paji S
Dr. Anitha's
X Sandhya S
For. dalu A.D.


Chairperson

Secretary

Treasurer

Member

Meeting No:- 4

Date:- 12/12/2016

Time:- 1.30 PM

Venue:- JM Hall

Proceedings:-

The meeting began with a silent prayer. The chairperson Dr. Anitha welcomed all the members present. It has been communicated by the chairperson to the comte. members that we have not received any complaint under the purview of the committee during the past 5 months. She also asked the members if there are any issues known to them, where the college has to take proactive steps. None of the members raised issues to be dealt within connection to sexual harassment. The chairperson Dr. Anitha encouraged the members to stay alert to ensure the campus stays a secure place. The meeting came to an end by 2 PM.

Members Present:-

Forbes P. Thomas

Joshy, Varghese

Fr. Saji J

Dr. Anitha's

X Sanelly J

Prasanna Pillai R

24

24

24

24

24

Meeting No :- 5
Date :- 12/9/2017
Time :- 3 PM

Venue :- Principal's
Chamber

Proceedings:-

The meeting began with a silent prayer. Comte. Chairperson Dr. Antha welcomed one and all to the meeting. She then read the minutes of the previous meeting and the same was approved by the comte members.

Dr. Antha then communicated to the comte. members that the internal complaints comte has ^{not} received any complaint under the purview of the committee during the last 9 months. She also asked the committee members if there are any issues known to them, where the college or the internal complaint committee has to take pro active steps in protecting the modesty and dignity of faculty members, students and support staff/administrative staff stipulated by the Act. None of the members raised issues that needs to be dealt with in connection to sexual harassment. The committee chairperson also encouraged the members to stay alert so as to keep the college campus life secure & women friendly. She extended her sincere thanks

to all the members who have attended the meeting.

The meeting came to an end by 3:25 PM.

Members Present:-

Jonkady Pillai R

Josy Varghese

Fr. Sajith

Anitha's

Santhya-J

Lalith P. Thomas

Joseph
(Signature)

Santhya

(Signature)

(Signature)

Meeting No. :- 6
 Date :- 24/1/2018
 Time :- 11 AM
 Venue :- JM Hall

Proceedings:-

Dr. Anitha. S, Internal complaints committee chairperson welcomed all the members to the meeting. It has been communicated by her that the committee has not recieved any complaints during the last 3 months. She also enquired whether the members are aware about any such 'incidents' or 'issues' that requires the intervention of the comte. There was no issues reported by the members. Dr. Anitha thanked the members for their effort to maintain the campus a warm and friendly one and requested the continuous support in future. Too. The meeting came to an end by 11.20 AM.

Members Present:-

Sandhya J
 Jossy Varghese
 Fr. Sai J
 Dr. Anitha's
 Praveen Pillai R
 For Anitha's








Meeting No.: 7
 Date: 23/7/2018
 Time: 2.30 PM
 Venue: JM Hall

Proceedings: -

The meeting began with a silent prayer. The Internal Complaints Committee chairperson, Dr. Anitha S. welcomed the gathered committee members to the meeting. She then read the minutes of the previous committee meeting held on January earlier this year. The committee approved the minutes.

The committee chairperson, Dr. Anitha S. communicated to the members that we have not received any complaint under the purview of the committee during the last six months. She then asked her fellow committee members if there are any issues known to them where the college or the internal complaints committee has to step in to protect the modesty and dignity of faculty members, students or support staff stipulated by the AICTE. None of the members raised issues to be dealt with in

connection to the sexual harassment.
 Dr. Anitha S encouraged the members
 to stay alert so as to keep the
 campus life secure for our female
 stakeholders. She extended her
 sincere thanks to all the members
 who attended the meeting.

Members Present:-

Dr. P. Thomas

Josy Varghese

Fr. Saji

Dr. Anitha S

X Senelhy J

Dr. Gnanapathy Pillai

~~Dr~~

~~Dr~~

~~Dr~~

~~Dr~~

~~Dr~~

~~Dr~~

Meeting No :- 8
 Date :- 4/1/2019
 Time :- 1:30 PM
 Venue :- JM Hall

Proceedings:-

Dr. Anitha welcomed all the members present. She communicated that our comte. has not received any complaint under the purview of the comte in the last 5 months. She also asked the Comte members if there are any issues known to them that demands intervention from the comte. The members replied there was none. She encouraged them to continue staying alert to ensure the good situation stays like this & thereby ensure a women friendly campus to all. The meeting came to an end by 2 PM.

Members Present:-

Prasanna	Praveen R
Joshy	Varghese
Fr. Saji J	
Dr. Anitha's	
X Saneelhye J	
Archer P. Thomas	

Meeting No.: 9
Date:- 18/9/2019
Time:- 2.30 PM
Venue:- Principal's chamber.

Proceedings:-

The internal complaints committee chairperson Dr. Anitha. S Welcomed all the members to the meeting. The welcome was followed by a silent prayer to mark the starting of the meeting. The committee chairperson then read the minutes from the last meeting. The same was approved by the committee members.

Dr. Anitha communicated the committee has not received any complaints under the purview of the committee. She then enquired whether the committee members know any issues where they feel the committee should make a proactive intervention. The committee members replied there are no such issues in their knowledge. The chairperson then asked the members to stay alert to the surroundings to ensure that the campus stays gender friendly. It was also decided to conduct a session for the students to popularise the activities, duties of this committee.

The meeting came to an end by 3.30 PM

Members Present

Jossy Vazghue

Fr. Jiji - G

Dr. Anitha's

Dr. Donkady Pkai R

X Sindhya - J

Isabel D

Dr. J.

Dr. J.

Dr. J.

Dr. J.

Dr. J.

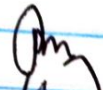
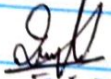
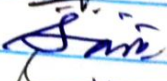
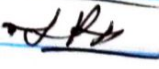
Dr. J.

Meeting No - 10
 Date! - 7/10/2021
 Time! - 3: PM
 Venue! - JM HALL.

Agenda! -

Proceedings:

Members Present:

Dr. Praveen Pillai	
Gossy Varghese	
Pradeep J	
Dr. Anitha S	
X Suresh J	
Dr. A. P. Thomas	

Proceedings:

The Internal Complaints Committee Chairperson Dr. Anitha S welcomed all the members to the meeting. Chairperson read the minutes of the meet last meeting and same was approved by the members. She also reported that for the last one year no grievances are reported to the committee. It has been decided to give a general awareness session on the POSH Act to the newly admitted students during the induction programme.