

Internal Complaints Committee on Sexual Harassment

Meeting

Date: 09, September 2020

Time: 12:15 pm

Platform: Google meet

Members present at the meeting

Presiding Officer	Mrs R.Jayalakshmi, Dean, Department of Mathematics	Chair Person
Three Faculty Members	Mrs. K. Vijayalakshmi, Assistant Professor, Department of Mathematics	coordinator
	Mrs.P.N.Pushpalatha, Head, Department of English	coordinator
	Dr. P.M. Gomathi,Head, Department of computer science	Member
Two Non-Teaching Employees	Ms. G.S. Arulselvi, Junior assistant	Member
	Ms. G.Yasodha, Junior assistant	Member
A member from NGO or a person familiar with sexual harassment	Ms.R.Sasiprabha Manas (NGO),Gobi.	Member
Two Student Nominees	Ms.R.Archana III B.Com- Student president	Member
	Ms.R.Nandhini-III B.Sc (IT)- Student Secretary	Member

Minutes

1. Mrs. K. Vijayalakshmi, Assistant Professor, Department of Mathematics welcomed all the members and explained the purpose of the meeting.
2. All the members decided to
 - a) Take an action plan for the year 2020-2021 to ensure safety of the girl students in the college campus,
 - b) Make the students aware about the functions and guidelines of the anti-sexual harassment cell for women,
 - c) Acquaint the students about the procedure to make complaints if they have any problem regarding sexual harassment,
3. The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of the college.
4. The committee decided to place banners/posters/notices defining sexual harassment at prominent places in the college campus.
5. The Chairperson asked the members to meet the students on a regular basis or earlier, if need arise.
6. The committee decided to request the staff members to continue the discussion about “Prevention, Prohibition and Redressal of Sexual Harassment” with the students during the mentoring classes.
7. The committee made a recommendation to organize a webinar on “Cyber Security Awareness Programme” for both UG and PG first year students to sensitize the students on the mis use of Social Media.
8. Mrs.P.N.Pushpalatha, Head, Department of English, delivered the vote of thanks for the meeting.


PRINCIPAL
(Dr.D.MYTHILI)