



**MES ASMABI COLLEGE**

**MINUTES OF INTERNAL  
COMPLIANCE COMMITTEE**

2018 - 19

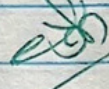
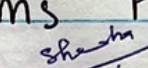

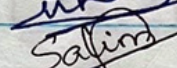
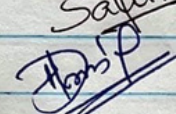
## Proceedings

Minutes of the meeting held on  
06/06/2018, 11.30 a.m.

## Agenda

1. To inaugurate the cell activities
2. To plan the course of action
3. To select the student representatives

## Members Present

1. Principal, Dr Ajims P. Mohammed 
2. Dr Sheeba N H 
3. Subarabi A A 
4. V M Salim. 
5. Dhanya k 

## Discussions

The Principal formally inaugurated the cell. The convenor discussed about the prospects of the cells and how the functioning should be. Athira M (II B.Sc Psychology) and Laya Subash (1<sup>st</sup> MA Economics) are selected as the student representatives.




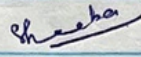


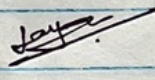
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Minutes of the meeting held on  
12/12/2018, 3 p m.

### Agenda :-

1. To discuss the progress of this cell
2. To discuss complaints received, if any :

### Members Present

1. Principal Dr Ajims P Mohammed 
2. Dr Sheeba N H 
3. Dhanya K 
4. Subharabi A A 
5. Laya Subash (Student representative) 

### Discussions

Decided to take written and oral complaints from students. Decided to give more awareness to students through class teachers. There are no complaints registered.



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2019 - 20

## Proceedings

Minutes of the meeting held on 01/07/2019  
11.30 am

## Agenda

1. To Inaugurate the cell activities
2. To plan the course of action.
3. To select the student representatives

## Members Present

1. Principal, Dr. Ajims P. Muhammed
2. Dr. Girija. T.P.
3. Dhanya K.
4. Shabeedha. T.M.
5. Siddique Babu. A.M.
6. V.I. Salim

## Discussions

The Principal formally inaugurated the cell, and decided to give an Orientation to the students about the functioning of the cell. Athira. M (1<sup>st</sup> B.Sc psychology) Laya Subash (1<sup>st</sup> MA Economics) are selected as the student representatives.




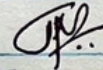
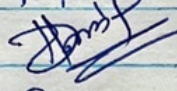

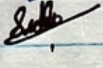
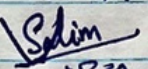
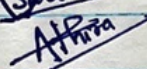
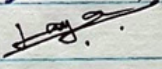
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Minutes of the meeting held on 17/12/2019

### Agenda :-

1. To discuss the progress of this cell
2. To discuss complaints received, if any

### Members Present

1. Principal, Dr. Ajims P Muhammed 
2. Dr. Gmija T.P. 
3. Dhanya. K 
4. Shaheedha. T.M 
5. Siddique Babu .A.M. 
6. V.P. Salim 
7. Athira. M 
8. Laya Subash. 

### Discussions.

\* Students and staff members should be encouraged to give written complaints in case of sexual abuse. The matter will be discussed in the meetings of HOP'S.

\* The various cells and clubs functioning in the college will be encouraged to conduct more gender sensitization and women empowerment Programme.



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2020-21

Minutes of the meeting held on 08/06/2020  
10:30 AM

### Agenda:-

1. To plan the activities for the academic year.
2. To give students an orientation about the cell.

### Members Present

1. Dr. A. Biju.
2. Sheena. P. A.
3. Swapna. N. R.
4. Sangeetha. P. S.

~~Sheena~~  
~~Swapna~~  
~~Sangeetha~~

### Discussions

Decided to give an orientation to the students about the functioning of the cell. Principal asked to encourage students and staff to raise complaints about sexual abuse.

~~Principal~~  
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Minutes of the meeting held on 03/11/2020  
at 10:30 AM.

### Agenda:-

1. To evaluate the course of action in the year.
2. To discuss further plans.

### Members Present

1. Dr. A. Biju.
2. Sheena P. A.
3. Swapna N. R.
4. Sangeetha P. S.

~~Sheena P. A.~~  
Swapna N. R.  
Sangeetha P. S.

### Discussions

The co-ordinator reported that there are no complaints received from the students. Principal asked to keep a watch on the areas where there are any chance of misconduct against our students.



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2021-22

Minutes of the meeting held on, 10/06/2022 12:00 PM

### Agenda

1. To plan the activities of the cell for the academic year 2021-22.
2. Strengthens vigilance against acts of sexual harassment in the campus.

### Members Present.

1. Dr. A. Biju, Principal
2. Reena Mohammed
3. Dr. Kesavan
4. Yakmath Ali
5. Saliha P. I

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### Discussions

All class in charges, Hods and office Superintendent to be informed to keep a watch against any act of sexual harassment against any staff or students. Decided to check the working of surveillance cameras and ensure its proper working.



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Minutes of the Meeting held on 15/12/2021 11PM.

### Agenda

- 1- To review the activities of the cell for the academic year.
- 2- To discuss any changes required for the functioning of the cell.

### Members Present.

1. Dr. A Biju, Principal
2. Reena Mohammed
3. Salihah P.T.

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### Discussions

Students and staff members are encouraged to give complaints in case of sexual abuse. The cell decided to continue organizing classwise awareness programmes to sensitize students.

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2022 - 23

Minutes of the meeting held on  
3/6/2022, 12.00 p m

### Agenda

1. To inaugurate the cell activities
2. To plan the course of actions
3. To select the student representatives

### Members Present

1. Principal Dr A Biju
2. Reena Mohamed P M
3. Dr Kesavan K
4. Shaheeda T M
5. Sadaruddeen K A
6. Salika P I

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### Discussions

The principal formally inaugurated the cell. The members discussed about the functioning of cells and the awareness to be provided to the students. Sri Sabin P Q, Rinsha P S and Shahana are selected as student representatives.

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Minutes of the meeting held on  
6/12/2022 3.00 pm.

## Agenda

1. To collect complaints from the students.
2. To analyse the sexual safety of the students.

## Members Present

1. Principal Dr A Biju
2. Keena Mohamed & M
3. Dr Kusavan K
4. Shaheeda T M

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## Discussions

Decided to collect written complaints if any, from staff and students regarding any incidents of sexual harassment. Suggested to collaborate with women cell of the college to work for the same course.



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