



SACRED
HEART
COLLEGE
Autonomous



ANTI-SEXUAL HARASSMENT CELL

INTERNAL COMPLAINTS COMMITTEE

ICC


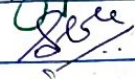
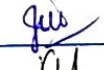

MINUTES BOOK

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Minutes of the first meeting of the "Anti-sexual harassment cell of S.H college, Thevara constituted as per the regulations and guidelines of Supreme Court and UGC on Sexual Harassment of women at workplace in Sacred Heart college - Autonomous, Thevara held on 10/11/2014 in Hadrian Hall.

Members present

- 1 Fr. Prasant Palackapilli 
- 2 Shoba Varghese 
- 3 Dr. Jinu George 
- 4 Sr. Maryjolly Joseph 

Prayer

A committee on "Anti-sexual harassment cell-as per the regulations and guidelines of Supreme court and UGC" has been duly constituted by Sacred Heart College - Autonomous No. 01/1-A/2014-15/ Admin dated 10th May, 2014. The first meeting of ICC to review the cases of sexual harassment at Sacred Heart College was held on Tuesday 10.11.2014 at 1600 hrs. in Hadrian Hall, Sacred Heart College, Thevara.

At the outset, Principal welcomed all the members of the Committee. He informed that as per the guidelines issued by Supreme Court and UGC, all the organizations having more than 10 personnel/officials must constitute an Anti-sexual harassment cell and in this context, this committee has been set in place by Sacred Heart College. He described the role of Anti-sexual harassment cell and said everyone has a responsibility to contribute to the cause. Further, he mentioned that it was the first meeting of the Anti-sexual harassment cell in S H College and welcomed suggestions from all members to make it effective.

The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of this College. The committee decided to associate with SWASTHI in organizing the programme, A tribute to Nirbhaya

The principal conveyed his thanks to the members for attending the meeting and the members agreed that the Committee will meet every quarter on a regular basis or earlier, if need arise. Next meeting of the Committee will be held in the month of January, 2015.

Dr. Jinu George proposed vote of thanks and the meeting came to an end by 17.00 PM



Minutes of the second meeting of the "Anti-sexual harassment cell of SH college, Thevara constituted as per the regulations and guidelines of Supreme court and var" on Sexual Harassment of women at workplace in Sacred Heart College - autonomous, Thevara held on 10/1/2015 in Hadrian Hall.

Members present

1. Fr. Prasant Palackapillai
2. Adv. Shoba Varghese
3. Dr. Jinu George
4. Fr. Marcellus Joseph

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE "ANTI-SEXUAL HARASSMENT CELL"	
10 th January 2015.	
Venue: HADRIAN HALL	
Agenda	
Item No	Subject
	Remarks by the Chairman
1	Approval of Minutes of the meeting of Anti-sexual harassment cell held on 10.11.2014 and discussion on items arising out of the minutes.
2	Planning
3	Other matters, if any, with the consent of the chair

Prayer

The second meeting of Anti-sexual harassment cell to review the cases of sexual harassment at Sacred Heart College was held on Saturday **10.1.2015** at 1500 hrs. in Hadrian Hall, Sacred Heart College, Thevara.

2. At the outset, Principal welcomed all the members of the Committee
 3. The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of this College
 4. The Committee decided to place a complaints box for women employees and girl students
- . Next meeting of the Committee will be held in the month of July, 2015.

Dr. Jinu George proposed vote of thanks and the meeting came to an end by 16.00 PM



Minutes of the third meeting of the "Anti-sexual harassment cell of SH college, Thevara constituted as per the regulations and guidelines of Supreme court and UAC" on sexual Harassment of women at workplace in Sacred Heart College - Autonomous, Thevara held on 10-17/2015 in Hadrian Hall.

Members Present

1. Adv. Shoba Varghese *Shoba*
2. Dr. Jinu George *Jinu*
3. Tusa Mary Jose *Tusa*
4. Sr. Marykitty Joseph *Marykitty*
5. Dr. I'ma Neerakal *I'ma*

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE "ANTI-SEXUAL HARASSMENT CELL"	
10 th July 2015.	
Venue: HADRIAN HALL	
Agenda	
Item No	Subject
	Remarks by the Chairman
1	Approval of Minutes of the meeting of Anti-sexual harassment cell held on 10.1.2015 and discussion on items arising out of the minutes.
2	Planning
3	Other matters, if any, with the consent of the chair

Prayer

The third meeting of Anti-sexual harassment cell to review the cases of sexual harassment at Sacred Heart College was held on Friday, 10.7.2015 at 1600 hrs. in Hadrian Hall, Sacred Heart College, Thevara.

2. At the outset, Principal welcomed all the members of the Committee
3. The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of this College

Next meeting of the Committee will be held in the month of January, 2016.

Dr. Jinu George proposed vote of thanks and the meeting came to an end by 17.00 PM



Minutes of the 4th meeting of the "Anti-sexual harassment cell of SH college, Thevara constituted as per the regulations and guidelines of Supreme court and UAC" on Sexual Harassment of women at workplace in Sacred Heart college - Autonomous, Thevara held on 11/1/2016 in Hadrian Hall.

Members present

Adv. Shoba Varghese *[Signature]*

Dr. Jinu George *[Signature]*

Sr. Marykitty Joseph *[Signature]*

Dr. Sma Neerakka *[Signature]*

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE "ANTI-SEXUAL HARASSMENT CELL"	
11 th January 2016.	
Venue: HADRIAN HALL	
Agenda	
Item No	Subject
	Remarks by the Chairman
1	Approval of Minutes of the meeting of Anti-sexual harassment cell held on 10.7.2015 and discussion on items arising out of the minutes.
2	Planning
3.	The sexual harassment of women at workplace Act, 2013 by Adv. Shobha
4	Other matters, if any, with the consent of the chair

Prayer

The 4th meeting of Anti-sexual harassment cell to review the cases of sexual harassment at Sacred Heart College was held on Monday, 11.1.2016 at 1600 hrs. in Hadrian Hall, Sacred Heart College, Thevara.

At the outset, Principal welcomed all the members of the Committee. The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of this College.



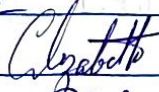

Adv. Shobha Annamma Eapen elaborated the "sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013"

Next meeting of the Committee will be held in the month of November, 2016.

Dr. Jinu George proposed vote of thanks and the meeting came to an end by 17.30 PM. *[Signature]*

Minutes of the 5th meeting of the 'Anti-sexual harassment cell' of SH College, Thevara constituted as per the regulations and guidelines of Supreme Court and "UGC" on Sexual Harassment of Women at workplace in case of Sacred Heart College, Autonomous, Thevara, held on 21/11/2016 in Hadrian Hall

Members present:

1. Dr. Ima Neerakkal 
2. Dr. Jinu George 
3. Elizabeth Teacher 
4. Adv. Shoba Vaghese 

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE "ANTI-SEXUAL HARASSMENT CELL"	
-Monday, 21 st November 2016.	
Venue: HADRIAN HALL	
Agenda	
Item No	Subject
	Remarks by the Coordinator
1	Approval of Minutes of the meeting of Anti-sexual harassment cell held on 11-1-2016 and discussion on items arising out of the minutes.
2	Planning
3	Other matters, if any, with the consent of the chair

Prayer

The 5th meeting of Anti-sexual harassment cell to review the cases of sexual harassment at Sacred Heart College was held on Monday, 21-11-2016 at 1600 hrs. in Hadrian Hall, Sacred Heart College, Thevara.

2. The coordinator of the Anti-sexual harassment cell, Dr. Ima Neerakkal welcomed all the members of the Committee
3. The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of this College.

4. The committee decided to associate with SWASTHI in organizing a talk on Women rights by D.r Gita, an NGO U and Me who works for women right

. Next meeting of the Committee will be held in the month of March, 2017.

Dr. Jinu George proposed vote of thanks and the meeting came to an end by 17.00 PM.



Minutes of the 6th meeting of the "Anti Sexual Harassment Cell of SH College, Thevara constituted as per the regulations and guidelines of Supreme Court and UGC" on Sexual Harassment of Women at work place in Sacred Heart College - Autonomous, Thevara held on 28/3/2017 in Hadrian Hall.

Members Present

1. Dr. Ima Neerakkal *[Signature]*
2. Elizabeth Teacher *[Signature]*
3. Adv. Shoba Varghese *[Signature]*
4. Dr. Jinu George *[Signature]*

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE "ANTI-SEXUAL HARASSMENT CELL"	
Tuesday, 28 th March 2017	
Venue: HADRIAN HALL	
Agenda	
Item No	Subject
	Remarks by the Coordinator
1	Approval of Minutes of the meeting of Anti-sexual harassment cell held on 21-11-2016 and discussion on items arising out of the minutes.
2	Planning
3	Other matters, if any, with the consent of the chair

Prayer

The 6th meeting of Anti-sexual harassment cell to review the cases of sexual harassment at Sacred Heart College was held on Tuesday, 28th March 2017 at 1600 hrs in Hadrian Hall, Sacred Heart College, Thevara.

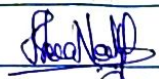

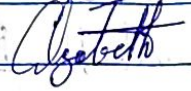

2. The coordinator of the Anti-sexual harassment cell, Dr. Ima Neerakkal welcomed all the members of the Committee
3. The Committee noted that no complaint of sexual harassment has been received from any woman employee or student of this College. It was emphasised that in order to create awareness and continuous sensitization among the employees and students, it is essential to place banners/posters/notices defining sexual harassment at prominent places in the college campus
4. Next meeting of the Committee will be held in the month of June, 2017.

Dr. Jinu George proposed vote of thanks and the meeting came to an end by 17.00 PM. *[Signature]*

Internal Complaints Committee-ICC

Minutes of the 7th meeting of the "Anti-Sexual Harassment cell" on Sexual Harassment of women at workplace in S H College (Autonomous), Thevara held on 17/7/2017 in Hadrian Hall

Members Present

- Dr. Ima Neerakkal 
- Adv. Shoba Vaeghse 
- Elizabeth Teacher 
- Bily P. Laly 

SACRED HEART COLLEGE - AUTONOMOUS
 MEETING OF THE "Internal complaints Committee -ICC"
 - Wednesday, 14th June 2017.
 Venue: HADRIAN HALL

Agenda

Item No	Subject
	Remarks by the Coordinator
1	Approval of Minutes of the meeting of Internal complaints Committee held on 28-3-2017 and discussion on items arising out of the minutes.
2	Planning
3	Other matters, if any, with the consent of the chair

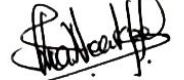
The 7th meeting of "Internal complaints Committee -ICC to review the cases of sexual harassment at Sacred Heart College was held on Monday 17-7-2017 at 1600 hrs in Hadrian Hall, Sacred Heart College, Thevara.

The coordinator of the Anti-sexual harassment cell, Dr. I'ma Neerakkal welcomed all the members of the Committee
The coordinator informed that the Anti Sexual Harassment cell of S H college has been renamed as " Internal Complaints Committee(ICC)" and reconstituted as per the regulations & guidelines of Supreme court and UGC on Sexual Harassment of women No. 02/1-A/2016-17/Admin dated 12th July 2017

The Committee noted that no complaint of sexual harassment has been received from any woman employee or students of this College.

The committee decided to associate with SWASTHI and Sustainable Menstruation Kerala in organizing an awareness event on promoting sustainable menstruation on 30th Nov 2017. There will also be a talk on the social stigmas related to menstruation

Next meeting of the Committee will be held in the month of January, 2018.

Meeting ended with vote of thanks 

Internal Complaints Committee - ICC

Minutes of the 8th meeting of the "Anti-sexual harassment cell of SH College, Thevara constituted as per the regulations and guidelines of Supreme court and UGC" on sexual harassment of women at workplace in Sacred Heart College Autonomous, Thevara held on 16/1/2018 in Hadrian's Hall

Members Present

1. Dr. Ima Neerakkal
2. Shoba Vaighese
3. Elizabeth Teacher
4. Bily P Laly Bily

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE "Internal complaints Committee -ICC "	
- Tuesday, 16 th January 2018.	
Venue: HADRIAN HALL	
Agenda	
Item No	Subject
	Remarks by the Coordinator
1	Approval of Minutes of the meeting of Internal complaints Committee held on 17-7-2017 and discussion on items arising out of the minutes.
2	Planning
3	Other matters, if any, with the consent of the chair

Prayer

The 8th meeting of "Internal complaints Committee -ICC to review the cases of sexual harassment at Sacred Heart College was held on Tuesday, 16th January 2018 at 1600 hrs in Hadrian Hall, Sacred Heart College, Thevara.

The coordinator of the Anti-sexual harassment cell, Dr. I'ma Neerakkal welcomed all the members of the Committee

The Committee noted that no complaint of sexual harassment has been received from any woman employee or students of this College.

The committee decided to associate with SWASTHI in organizing a talk on the topic 'Be bold for a change' by Prof Asha Achi Joseph, HOD, S H school of Communication on Women's Day 8th March

Next meeting of the Committee will be held in the month of September, 2018.

Meeting ended with vote of thanks

Ima Neerakkal

Internal Complaints Committee - ICC

Minutes of the 9th meeting of the "Anti-sexual harassment cell of SH College, Thevara constituted as per the regulations and guidelines of Supreme Court and UGC" on Sexual Harassment of women at workplace in Sacred Heart College - Autonomous Thevara, held on 14/9/2018 in Hadrian Hall

Members Present

- 1 Dr. I'ma Neerakkal
- 2 Adv. Shoba Varghese
- 3 Elizabeth Teacher
- 4

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE "Internal complaints Committee -ICC"	
Thursday, 14 th September 2018	
Venue: HADRIAN HALL	
Agenda	
Item No	Subject
	Remarks by the Coordinator
1	Approval of Minutes of the meeting of Internal complaints Committee held on 16-1-2018 and discussion on items arising out of the minutes.
2	Planning
3	Other matters, if any, with the consent of the chair

Prayer

The 9th meeting of "Internal complaints Committee -ICC to review the cases of sexual harassment at Sacred Heart College was held on Thursday, 14th September 2018 at 1600 hrs in Hadrian Hall, Sacred Heart College, Thevara.

The coordinator of the "Internal complaints Committee -ICC, Dr. I'ma Neerakkal welcomed all the members of the Committee. She informed that Prof Shanthi Mathai is added as the new member of ICC

The Committee noted that no complaint of sexual harassment has been received from any woman employee or students of this College.

The committee decided to associate with SWASTHI in organizing an open forum to discuss & deliberate current historic verdicts of Supreme Court -such as Section 377, Section 497 and Sabarimala case on 5th October 2018

The committee decided to suggest to SWASTHI to conduct an open forum on the topic women & cyber law.

Next meeting of the Committee will be held in the month of January, 2019.

Meeting ended with vote of thanks

Internal Complaints Committee - ICC
 Minutes of the 10th meeting of the "Anti sexual
 Harassment cell of SH College, Thevara constituted
 as per the regulations & guidelines of Supreme Court
 of India on sexual Harassment of women at workplace
 in Sacred Heart College - Autonomous, Thevara,
 held on 8/1/2019 in Hadrian Hall

Members present

1. Dr. Ima Neerakkal
2. Adm. Shoba Varghese
3. Elizabeth Teacher
4. Shanthi Mathai

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE "Internal complaints Committee -ICC"	
Tuesday, 8 th January 2019	
Venue: HADRIAN HALL	
Agenda	
Item No	Subject
	Remarks by the Coordinator
1	Approval of Minutes of the meeting of Internal complaints Committee held on 14-09-2018 and discussion on items arising out of the minutes.
2	Planning
3	Other matters, if any, with the consent of the chair

Prayer

The 10th meeting of "Internal complaints Committee -ICC to review the cases of sexual harassment at Sacred Heart College was held on Tuesday, 8th January 2019 at 1600 hrs in Hadrian Hall, Sacred Heart College, Thevara.

The coordinator of the ICC, Dr. I'ma Neerakkal welcomed all the members of the Committee.

The Committee noted that no complaint of sexual harassment has been received from any woman employee or students of this College.

The committee decided to associate with SWASTHI in organizing a talk on the topic 'Cyber Law' by Dr Dhanya Pattathil Menon, first Women cybercrime investigator on 8th February 2019

The committee decided to have a gender audit conducted on the campus towards the beginning of the academic year

Next meeting of the Committee will be held in the month of June, 2019.

Prof Shanthi Mathai proposed vote of thanks and the meeting came to an end by 17.00 PM.

(Signature)

Minutes of the 11th meeting of the "Internal Complaints Committee - ICC of SH College" on sexual harassment of women at work place in SH College Thevara held on 15/10/2019 in Hadrian Hall

Members Present

1. Dr. Ima Neerakkal *Ima*
2. Adv. Shoba Varghese *Shoba*
3. Elizabeth Teacher. *Elizabeth*
4. Shanthi Mathai *Shanthi*

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE "Internal complaints Committee - ICC"	
Tuesday, 15 th October 2019.	
Venue: HADRIAN HALL	
Agenda	
Item No	Subject
	Remarks by the Coordinator
1	Approval of Minutes of the meeting of Internal complaints Committee held on 8-1-2019 and discussion on items arising out of the minutes.
2	Planning
3	Other matters, if any, with the consent of the chair

The 11th meeting of "Internal complaints Committee - ICC to review the cases of sexual harassment at Sacred Heart College was held on Tuesday, 15th October 2019. at 1600 hrs in Hadrian Hall, Sacred Heart College, Thevara.

The coordinator of the ICC, Dr. Ima Neerakkal welcomed all the members of the Committee and informed that we had associated with SWASTHI & organized a Josh talk on "No more compromises" on 12th July 2019

The Committee noted that no complaint of sexual harassment has been received from any woman employee or students of this College.

The committee reviewed the gender audit report and

The committee decided to post the printed ICC rules on the notice board in the Lady's Rest room for ensuring widest possible dissemination of provisions of the law pertaining to sexual harassment of women at workplace.

The committee also decided to conduct a session on ICC to staff members of the college by Mr. Santhosh ICC Consultant and Gender auditor.

The committee decided to ask the Principal to expand the committee as per norms and to share with him strategies to make the ICC more effective. Next meeting of the Committee will be held in the month of December 2019.

Prof Shanthi Mathai proposed vote of thanks and the meeting came to an end by 5 P.M. *Shanthi Mathai*