

## KOTTAKKAL FAROOK ARTS &amp; SCIENCE COLLEGE

KFASC / ICC / NOTICE / 01 / 2022-23

NOTICE

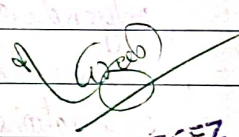
13-06-2022

All the members of ICC (Internal Complaints Committee Against Sexual Harassment) are directed to attend a meeting on 14-06-2022 at 2 pm in the Seminar Hall.

Agenda:

1. Welcome
2. Review of the previous years' activities
3. Reformulation of the Committee
4. Planning for the new academic year
5. Any other matters



  
Prof. M. ABDUL REEZ  
PRINCIPAL  
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE  
PARAPPUR(P.O) - 676 503

KFASC/ICC/MINUTES/01/2022-23.

MINUTES

Date: 14-06-2022

Time: 2 pm

Venue: Seminar Hall

Attendees

Position	Name	Designation	Signature
Presiding officer	Bernard N.S	Asst. Professor, Dept of Mathematics	
Convener	Arsathy.K.T	Asst. Professor, Dept of Economics	
Members	Jayasree.P	Asst. Professor, Dept of Physics	
	Rajomath Kakkali	Asst. Professor, Commerce & Management	
	Safa.P.K	Asst. Professor, English	
	Febina.P	Office Assistant	
Students	Lubaha Jasmi	Second year BSc Mathematics	
Representatives	Ashiq Ali	Second year Bcom Finance	
	Rakema.N	Final year BBA	

The meeting commenced at 2 pm with the presiding officer emphasizing the importance of ICC in maintaining a safe and respectful environment within the College.

Agenda 2: Review of previous years' activities

The committee reviewed the previous year's initiatives, discussing their effectiveness and identifying areas of improvement. Feedback from students and staff was considered to better inform future efforts.

Agenda 3: Reformulation of the Committee



The committee was reformed and each member's roles and responsibilities were reaffirmed to ensure clarity and effective functioning.

Agenda 4: Planning for the New Academic Year.

Plans were made to implement new awareness programs and campaigns for the upcoming year. These will include both physical and virtual initiatives to engage the college community and address emerging issues.

Agenda 5: Any other matters

The committee decided to hold meetings as necessary to address complaints and also plan for an end-of-year review meeting to evaluate the year's activities and outcomes.



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KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE.

KEASC/ICC/NOTICE/02/2022-23

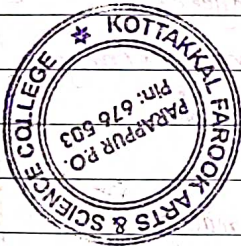
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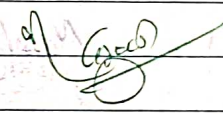
10-10-2022.

All the members of Internal Complaints Committee (ICC) are directed to attend a meeting on 11-10-2022 at 10 am in the Seminar Hall.

Agenda:

1. Welcome
2. Review of complaints received
3. Any other matters
4. Vote of Thanks.



  
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## K.FASC/ICC/MINUTES/02/2022-23

MINUTES

Date: 11-10-2022.

Time: 10 am

Venue: Seminar Hall.

Attendees

Position	Name	Designation	Signature
Presiding officer	Beenamol N.S	Asst. Professor, Dept of Mathematics	Beenamol
Convenor	Anusathy K.T	Asst. Professor, Dept of Economics	Anusathy
Members	Jayaraj P	Asst. Professor, Physics	Jin
	Rajomath Kakkoti	Asst. Professor, Commerce & Management	Comm
	Safa P.K	Asst. Professor, English	Safa
	Febina P	Office Assistant	Febina
	Lubaba Tasome	Second yr BSc Mathematics	Lubaba
	Ashiq Ali	Second yr BCom Finance	Ashiq
	Raheema N	Final yr BBA (Student Representatives)	raheema

The second meeting of the Internal Complaints Committee for the academic year 2022-23 was called to order by the Presiding officer at 10 am. The primary focus of this meeting was to review the complaints received since the last meeting and discuss the actions taken in response to these complaints ensuring that appropriate measures were implemented in accordance with the established guidelines and norms.

Agenda 2: Review of complaints received

Agenda 1: A student from the Department of ... of second year ... lodged a complaint against ...



Physics for sending inappropriate messages. The committee reviewed the messages and conducted interviews with both parties. Based on findings, was suspended for two weeks and required to attend a counselling session on digital etiquette.

Case 2: Another student, of whom reported verbal abuse by a group of classmates. The committee conducted interviews and found allegations to be substantiated. The group of students was collectively reprimanded and counselling sessions were arranged for both the victims and perpetrators.

Agenda 3: Any other matters

No additional issues were raised during the meeting. The meeting ended with Vote of Thanks.



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Benamot N.S.

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KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE

KFASC/ICC/NOTICE/03/2022-23

NOTICE

19-03-2023.

All the members of Internal Complaints Committee are directed to attend a meeting on 20-03-2023 at 2 pm in the Seminar Hall.

Agenda

1. Welcome
2. Review of Complaints and Actions Taken
3. Summary of awareness programs and initiatives
4. Recommendations for the next academic year
5. Any other matters.

*(Signature)*



Prof. M. ABDUL AZEEZ  
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KFASC/ICC/ MINUTES/03/2022-23.

MINUTES

Date: 20-03-2023

Time: 2 pm

Venue: Seminar Hall.

Attendees

Position	Name	Designation	Sign
Presiding officer	Beenamol N's	Asst. Professor, Dept of Mathematics	
Convenor	Arsathy K.T	Asst. Professor, Dept of Economics	
Members	Tayyabee P	Asst. Professor, Physics	
	Ravikomath Kakkolli	Asst. Professor Commerce & Management	
	Safa P.K	Asst. Professor, English	
	Febina P	office Assistant	
	Lubaba Jasmi	Second yr BSc Mathematics	
	Ashiq Ali	Second yr BCom Finance	
	Rakema N	Final yr BBA	
		(Student Representatives)	

The presiding officer welcomed all the members to the End of year meeting of Internal Complaints Committee (ICC) Against Sexual Harassment.

Agenda 2: Review of Complaints and Actions taken.

Two cases were reported and investigated thoroughly. Appropriate actions, including suspensions and mandatory gender sensitivity workshops were enforced and counselling sessions were arranged.

Agenda 3: Summary of awareness programs and initiatives

Three workshops on sexual harassment prevention and gender equality were conducted. An educational campaign was launched





during teachers' orientation and anti-harassment materials were prominently displayed across campus.

Agenda 4: Recommendations for the next academic year.

A digital platform will be introduced for easier reporting and tracking of complaints. Awareness programs will be expanded to include topics on online safety and digital harassment.

Agenda 5: Any other matters.

The committee highlighted the importance of continuous education and training for all members of the college community to ensure a safe and inclusive environment.

The Convenor thanked all the members for their participation and adjourned the meeting.



Beenamot

Beenamot.N.S.

Prof. M. ABDUL AZEZ  
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