



PRINCE Dr. K. VASUDEVAN COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by All India Council for Technical Education; Affiliated to Anna University)
Run by Prince Educational Society / Trust
MEDAVAKKAM - MAMBAKKAM ROAD, PONMAR, CHENNAI - 600 127.
Phone: 044-2749 7075, 044-2749 7651

Prevention of Sexual Harassment Committee

Minutes of the Meeting

Members present:

Mrs. Shalini .S – Convener

Prevention of Sexual Harassment Committee Members:

The College Level Prevention of Sexual Harassment Committee is hereby constituted with the following members for the Academic Year 2021 - 2022

NAME	DESIGNATION
DR. SUNDER SELWYN .T	Principal
MRS.SHALINI .S	Convener
MS. SRIREKHA T	Member
MS. SHANMUGA PRIYA. R	Member
MS.RANJEETHA R	Member
MS.BRINDA .T. S	Member
MS.AISHWARYA M	Student Member
MR.YOGESHWAR R	Student Member
MR.KARTHIKEYAN.V	Student Member

Welcome Address:

Mrs. SHALINI .S, the convener welcomed all the members of Prevention of Sexual Harassment Committee for the first meeting. She requested the members to increase awareness to prevent instances of harassment of women employees.



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Meeting Agenda:

- To inform the duties and responsibilities of the members.
- To discuss the Circumstances considered as harassment.
- The procedure to be followed while reviewing all the harassment related issues pertaining to women employee.
- Actions to be taken based on harassment issues.

Meetings Minutes:

The Convener conveyed the duties and responsibilities to the committee members as below:

- The Committee noted that no harassment complaint was received in the previous academic year.
- The Committee emphasized that in order to create awareness and continuous sensitization for the employees, it is essential to put up posters/ notices in conspicuous places in the workplace defining sexual harassment and also about the composition and contact information of the members of the committee.
- Committee recommended inclusion of the training programmes to impart Values through women sensitization programmes.

The convener explained the kind of actions to be taken for different issues as below:

- **Warning-** Indicating that the action of the said delinquent student / staff

Was in violation of the Code and any further acts of misconduct shall Result in severe disciplinary action.

- **Suspension-** A student / staff may be suspended for a specified period Of time which may also be followed by possible dismissal.

- The Committee members should visit periodically the campus of the College including the hostels to recommend improvements in women safety.
- At the end Mrs.S.Shalini asked her team members to co-operate in preventing the sexual harassment issues.

Vote of thanks:

The meeting ended with Vote of Thanks to the chair at 3:45 p.m.

Date of next meeting: To be announced.



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Attendance

POSHC Team Members:

NAME	DESIGNATION	SIGNATURE
DR. SUNDER SELWYN .T	Principal	
MRS.SHALINI .S	Convener	
MS. SRIREKHA T	Member	
MS. SHANMUGA PRIYA. R	Member	
MS.RANJEETHA R	Member	
MS.BRINDA .T. S	Member	
MS.AISHWARYA M	Student Member	
MR.YOGESHWAR R	Student Member	
MR.KARTHIKEYAN.V	Student Member	

PRINCIPAL

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PREVENTION OF SEXUAL HARASSMENT COMMITTEE REPORT

Name of the Institution	Prince Dr.K.Vasudevan College of Engineering and Technology
Address	Medavakkam Mambakkam Main Road, Ponmar, Chennai 600127
Name and Address of Affiliating University	Anna University, Guindy, Chennai
Contact Details of In charge(name, address, phone no, Email ID)	Mrs.S.Shalini Prince Dr. K .Vasudevan College of Engineering and Technology Phone no-9840288513 Email ID-shalini.cse@princedrivasudevan.com
Number of Surprise visit conducted by committee members	12 (6 in Odd Semester + 6 in Even Semester)
Number of harassment incidents reported	NIL
Action taken on reported harassment cases	NA

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