



MUSLIM ARTS COLLEGE

A Muslim Minority Institution - Estd 1982

Affiliated to Manonmaniam Sundaranar University, Tirunelveli, Recognized u/s 2(f) & 12(B) of UGC Act.
Azhagiemandapam, Thiruvithancode - 629 174, Kanyakumari District, Tamil Nadu, India.
Phone : +91 4651 248397, 248842 / website : www.muslimartscollege.in / email : muslimartscollege@gmail.com



ISO 9001:2000
Reg. No. : RQ21/3688

Dr. G. Edwin Sheela, M.Sc., M.Phil., Ph.D.,
Principal

Date :

Anti Ragging & Anti Sexual Harassment Committee Details



Sheela
PRINCIPAL
MUSLIM ARTS COLLEGE
THIRUVITHANCODE - 629 174



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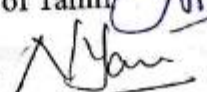


ISO 9001:2008
Reg. No. : RG91/3488

ANTI-RAGGING COMMITTEE

CIRCULAR-2018-2019 (Odd Semester)

On 6th July 2018 the anti – ragging committee will be held at 11.00 a.m. in the principal's office. All the members are requested to attend the meeting.

The members of the committee

1. Dr. S. Dawn Dharma Roy 
2. Dr.A.Mohamed Siddique, Vice Principal 
3. Lt.Dr.Jagathish, Department of Commerce 
4. Dr.T.Kumaran, Department of Zoology 
5. Dr.J.G.Joney Jeba Malar, Department of Tamil 
6. Dr.N.Yasmin, Department of Zoology 
7. Mr.S.Khadar Mohideen, Parent's Representative 
8. S. Krishna Prasad, I B.Com, Student's Representative 


Anti-Ragging Convener



MUSLIM ARTS COLLEGE




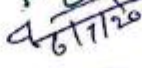

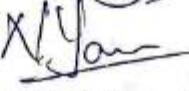


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ANTI-RAGGING COMMITTEE

MINUTES-2018-2019 (Odd Semester)

The Anti- Ragging committee meeting for the academic year 2018-2019 was held on 6th July 2018 at 11.00 a.m. in the principal's office. All the members were present.

1. Dr.G.Edwin Sheela, Principal 
2. Dr.A.Mohamed Siddique, Vice Principal 
3. Lt.Dr.Jagathish, Department of Commerce 
4. Dr.T.Kumaran, Department of Zoology 
5. Dr.J.G.Joney Jeba Malar, Department of Tamil 
6. Dr.N.Yasmin, Department of Zoology 
7. Mr.S.Khadar Mohideen, Parent's Representative 
8. S. Krishna Prasad, I B.Com, Student's Representative 

The committee discussed the following matters

1. Awareness programmes shall be held periodically within the campus.
2. The responsibility of the senior students to include juniors in all kinds of activities.
3. Students involving in ragging would be banished from the institute with an imposition fine.
4. Counsellors shall be appointed to help students.


Anti-Ragging Convener



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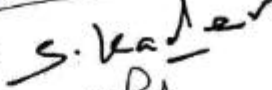

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Reg. No. : RQ91/3688


ANTI-RAGGING COMMITTEE

CIRCULAR-2018-2019 (Even Semester)

On 15th February 2019 the anti – ragging committee will be held at 3.00 p.m. in the principal's office. All the members are requested to attend the meeting.

The members of the committee

1. Dr.G.Edwin Sheela, Principal 
2. Dr.A.Mohamed Siddique, Vice Principal 
3. Lt.Dr.Jagathish, Department of Commerce 
4. Dr.T.Kumaran, Department of Zoology 
5. Dr.J.G.Joney Jeba Malar, Department of Tamil 
6. Dr.N. Yasmin, Department of Zoology 
7. Mr.S.Khadar Mohideen, Parent's Representative 
8. S. Krishna Prasad, I B.Com, Student's Representative 


Anti-Ragging Convener



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ANTI-RAGGING COMMITTEE

MINUTES (2018-2019-Even Semester)

The Anti-Ragging committee meeting for the academic year 2018-2019 was held on 15th February 2019 at 3.00 p.m. in the principal's office. All the members were present.

1. Dr.G.Edwin Sheela, Principal *Sheela*
2. Dr.A.Mohamed Siddique, Vice Principal *AS*
3. Lt.Dr.Jagathish, Department of Commerce *Jagathish*
4. Dr.T.Kumaran, Department of Zoology *T.K.*
5. Dr.J.G.Joney Jeba Malar, Department of Tamil *J.G.*
6. Dr.N.Yasmin, Department of Zoology *N.Y.*
7. Mr.S.Khadar Mohideen, Parent's Representative *S.Khadar*
8. S. Krishna Prasad, I B.Com, Student's Representative *S.K.P.*

The committee discussed the following matters

1. Mediators shall be instituted in case of tension.
2. Usage of phones by students shall be banned in and around the campus.
3. Severe action would be taken against the students involved in ragging.
4. Co-operation between senior students and juniors should be encouraged.

The meeting came to an end by 12.30 pm.

AS
Anti-Ragging Convener



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ANTI-RAGGING COMMITTEE

REPORT (2018-2019)

In the academic year 2018-2019 freshers were counselled by our college principal Dr.S. Dawn Dharma Roy and give the information about anti-ragging on 30th July 2018. The entire fresher's filled their anti-ragging affidavit form and submitted to their class in-charge. In this academic year two anti-ragging committee meeting were conducted on 6th July 2018, 15th February 2019 respectively. The committee discussed the following matter.

1. Awareness programmes shall be held periodically within the campus.
2. The responsibility of the senior students to include juniors in all kinds of activities.
3. Students involving in ragging would be banished from the institute with an imposition fine.
4. Counsellors shall be appointed to help students.
5. Mediators shall be instituted in case of tension.
6. Usage of phones by students shall be banned in and around the campus.
7. Severe action would be taken against the students involved in ragging.
8. Co-operation between senior students and juniors should be encouraged.

Chair Person

PRINCIPAL

MUSLIM ARTS COLLEGE
THIRUVITHANCODE - 629 174

Anti-Ragging Convener



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Reg. No. : RC91/3668

ANTI-RAGGING COMMITTEE

CIRCULAR-2019-2020 (Odd Semester)

It is informed that the undersigned will convene a meeting with all the members of Anti Ragging committee on 17-08-2019 at 11.00 a.m. in the Principal's office. Hence all the members of Anti Ragging Committee make it convenient to attend the meeting.

The members of the committee

1. Dr.G.Edwin Sheela, Principal *Sheela*
2. Dr.A.Mohamed Siddique, Vice Principal *AS*
3. Lt.Dr.Jagathish, Department of Commerce *Jagathish*
4. Dr.T.Kumaran, Department of Zoology *T.Kumaran*
5. Dr.J.G.Joney Jeba Malar, Department of Tamil *Jm*
6. Dr.N.Yasmin, Department of Zoology *N.Yasmin*
7. Mr.S.Khadar Mohideen, Parent's Representative *S.Khadar*
8. S. Krishna Prasad, II B.Com, Student's Representative *S.Krishna Prasad*

AS
Anti-Ragging Co-Ordinator



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ANTI-RAGGING COMMITTEE

MINUTES (2019-2020 –Odd Semester)






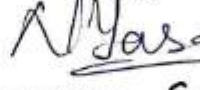


The anti-ragging committee was held on 17-8-2019 at 11.00 a.m. in the principal's office.

All the members were present. The matters were discussed as follows

1. Counsellors shall be appointed to help students
2. To offer services of counselling and create awareness to the students


Anti-Ragging Co-Ordinator

Copy to- All Anti Ragging Committee Members.

1. Dr.G.Edwin Sheela, Principal 
2. Dr.A.Mohamed Siddique, Vice Principal 
3. Lt.Dr.Jagathish, Department of Commerce 
4. Dr.T.Kumaran, Department of Zoology 
5. Dr.J.G.Joney Jeba Malar, Department of Tamil 
6. Dr.N.Yasmin, Department of Zoology 
7. Mr.S.Khadar Mohideen, Parent's Representative 
8. S. Krishna Prasad, II B.Com, Student's Representative 



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Reg. No. : RQ91/2688

ANTI-RAGGING COMMITTEE

CIRCULAR-2019-2020 (Even Semester)

It is informed that the undersigned will convene a meeting with all the members of Anti Ragging committee on 6-3-2020 at 11.30 a.m. in the Principal's office. Hence all the members of Anti Ragging Committee make it convenient to attend the meeting.

The members of the committee

1. Dr.G.Edwin Sheela, Principal *Sheela*
2. Dr.A.Mohamed Siddique, Vice Principal *AS*
3. Lt.Dr.Jagathish, Department of Commerce *Jagathish*
4. Dr.T.Kumaran, Department of Zoology *T.K.*
5. Dr.J.G.Joney Jeba Malar, Department of Tamil *J.G.*
6. Dr.N.Yasmin, Department of Zoology *N.Yasmin*
7. Mr.S.Khadar Mohideen, Parent's Representative *S.Khadar*
8. S. Krishna Prasad, II B.Com, Student's Representative *SKP*

AS
Anti-Ragging Convener



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ANTI-RAGGING COMMITTEE

MINUTES (2019-2020 –Even Semester)






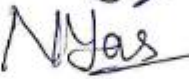


The anti-ragging committee was held on 6-3-2020 at 11.30 a.m. in the principal's office with 8 members present. The matters were discussed as follows

1. It was decided that the students should be aware of anti-ragging norms.
2. They should maintain the anti-ragging zero tolerance of the college

The meeting ended at 12.30 p.m.


Anti-Ragging Convener

Copy to- All Anti Ragging Committee Members.

1. Dr.G.Edwin Sheela, Principal 
2. Dr.A.Mohamed Siddique, Vice Principal 
3. Lt.Dr.Jagathish, Department of Commerce 
4. Dr.T.Kumaran, Department of Zoology 
5. Dr.J.G.Joney Jeba Malar, Department of Tamil 
6. Dr.N.Yasmin, Department of Zoology 
7. Mr.S.Khadar Mohideen, Parent's Representative 
8. S. Krishna Prasad, II B.Com, Student's Representative 



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ANTI-RAGGING COMMITTEE


REPORT (2019-2020)

Muslim Arts College appointed an anti-ragging committee to prevent the menace of ragging and maintain healthy relations among students in the college campus. In the academic year 2019-2020 all the college students are informed about anti-ragging through a notice. This committee arranged two meetings, first meeting on 17-08-2019 a.m. and another one on 06-03-2020. The committee discussed about the following matters.

1. Counsellors shall be appointed to help students
2. To offer services of counselling and create awareness to the students
3. It was decided that the students should be aware of anti-ragging norms.
4. They should maintain the anti-ragging zero tolerance of the college


Chair Person

PRINCIPAL
MUSLIM ARTS COLLEGE
THIRUVITHANCODE - 629 174


Anti-Ragging Convener



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ANTI-RAGGING COMMITTEE


ANTI-RAGGING COMMITTEE

REPORT-2020-2021

It was a period of Covid-19, lockdown affecting our college and impacting our lives. There was no face to face teaching and our activities of education and learning were carried out through online classes. As such no activities were undertaken by anti-ragging cell.


Chair Person

PRINCIPAL
MUSLIM ARTS COLLEGE
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Anti-Ragging Convener



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ANTI-RAGGING COMMITTEE

CIRCULAR-2021-2022 (Odd Semester)




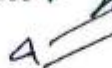

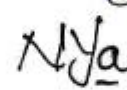
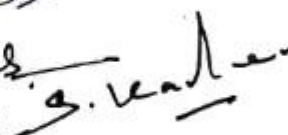

This is to inform that the anti - ragging committee meeting will be scheduled on
12-8-2021 at 11.00 a.m..

Agenda

1. To create an awareness among the students about Anti-Ragging
2. To take all necessary measures for prevention of ragging inside the campus.


Anti-Ragging Convenor

Copy to- All Anti Ragging Committee Members.

1. Dr.G.Edwin Sheela, Principal 
2. Dr.A.Mohamed Siddique, Vice Principal 
3. Lt.Dr.Jagathish, Department of Commerce 
4. Dr.T.Kumaran, Department of Zoology 
5. Dr.J.G.Joney Jeba Malar, Department of Tamil 
6. Dr.N.Yasmin, Department of Zoology 
7. Mr.S.Khadar Mohideen, Parent's Representative 
8. S. Krishna Prasad, III B.Com, Student's Representative 



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ANTI-RAGGING COMMITTEE

MINUTES (2021-2022 –Odd Semester)

Anti-Ragging committee for the year 2021-2022, formed under the chairmanship of Principal, Dr.G.Edwin Sheela, was held on 12-8-2021 at 11.00 a.m. All the members of the committee were present.

1. Dr.G.Edwin Sheela, Principal *Sheela*
2. Mr.A.C.Karthikeyan, DSP, Thuckalay
3. Mr.A.Raja Singh, Tahsildar Kalkulam Taluk Office
4. Dr.A.Mohamed Siddique, Vice Principal *AS*
5. Lt.Dr.Jagathish, Department of Commerce *W*
6. Dr.T.Kumaran, Department of Zoology *A*
7. Dr.J.G.Joney Jeba Malar, Department of Tamil *Jo*
8. Dr.N.Yasmin, Department of Zoology *N.Yasmin*
9. Mr.S.Khadar Mohideen, Parent's Representative *S.Khadar*
10. S. Krishna Prasad, III B.Com, Student's Representative *Shrey*

The committee discussed the following matters

1. Anti-Ragging committee was constituted in our college to prevent ragging and to take Anti-Ragging measures as per the guide line issued by the Honorable Supreme Court of India and UGC.



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2. The undertaking by students regarding non-involvement in ragging act was introduced in admission process.
3. Anti-Ragging committee was reconstituted with senior and junior students representative.
4. Anti-Ragging cell displayed in the college notice board


Anti-Ragging Convener



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ANTI-RAGGING COMMITTEE

CIRCULAR-2021-2022 (Even Semester)

This is to inform that the anti - ragging committee meeting will be scheduled on
18-2-2022 at 11.00 a.m.

Agenda

1. To display the roles and regulations of anti-ragging
2. To conduct the counseling department -wise

Anti-Ragging Convener

Copy to- All Anti Ragging Committee Members.

1. Dr.G.Edwin Sheela, Principal
2. Dr.A.Mohamed Siddique, Vice Principal
3. Lt.Dr.Jagathish, Department of Commerce
4. Dr.T.Kumaran, Department of Zoology
5. Dr.J.G.Joney Jeba Malar, Department of Tamil
6. Dr.N.Yasmin, Department of Zoology
7. Mr.S.Khadar Mohideen, Parent's Representative
8. S. Krishna Prasad, III B.Com, Student's Representative



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ANTI-RAGGING COMMITTEE

MINUTES (2021-2022 –Even Semester)

Anti-Ragging committee for the year 2021-2022, formed under the chairmanship of Principal, Dr.G.Edwin Sheela, was held on 18-2-2022 at 11.00 a.m.. All the members of the committee were present.

1. Dr.G.Edwin Sheela, Principal *Sheela*
2. Mr.A.C.Karthikeyan, DSP, Thuckalay
3. Mr.A.Raja Singh, Tahsildar Kalkulam Taluk Office
4. Dr.A.Mohamed Siddique, Vice Principal *A.S.*
5. Lt.Dr.Jagathish, Department of Commerce *Jagathish*
6. Dr.T.Kumaran, Department of Zoology *T.K.*
7. Dr.J.G.Joney Jeba Malar, Department of Tamil *J.G.*
8. Dr.N.Yasmin, Department of Zoology *N.Yasmin*
9. Mr.S.Khadar Mohideen, Parent's Representative *S.Khadar Mohideen*
10. S. Krishna Prasad, III B.Com, Student's Representative *S.Krishna Prasad*

The committee discussed the following matters

1. Anti-Ragging committee squad conduct regular meeting, inform the fresher's in all classes about their right and clearly instruct them about ragging .Fresher's of each



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department was assigned by a faculty member who shall interact individually with each member every day for ascertaining the problems/ difficulties if any in the institution.

2. Posters showing rules and regulations of Anti-Ragging are put up in and around the college premises like notice board, departments, Library etc. to generate awareness amongst students on Anti-Ragging.


Anti-Ragging Convener



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ANTI-RAGGING COMMITTEE


REPORT (2021-2022)

The college appointed an anti-ragging cell to prevent the risk of ragging and maintain healthy relations among the students in the college campus. The anti-ragging cell met 2 times on 12-8-2021 and 18-2-2022 to co-ordinate the first year students to create anti-ragging awareness.


Chair Person

Muslim Arts College

PRINCIPAL
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THIRUVITHANCODE - 629 174


Anti-Ragging Convener



MUSLIM ARTS COLLEGE

A Muslim Minority Institution - Estd 1982

Affiliated to Manonmaniam Sundaranar University, Tirunelveli, Recognized u/s 2(f) & 12(B) of UGC Act.
Azhagiamandapam, Thiruvithancode - 629 174, Kanyakumari District, Tamil Nadu, India.
Phone : +91 4651 248397, 248842 / website : www.muslimartscollege.in / email : muslimartscollege@gmail.com



ISO 9001:2008
Reg. No. : RQ913488



ANTI-RAGGING COMMITTEE

CIRCULAR-2022-2023(Odd Semester)

It is informed that the undersigned will convene a meeting with all the members of Anti Ragging committee on 30-09-2022 at 11:00 am in the Principal's office. Hence all the members of Anti Ragging Committee should attend the meeting without fail.


Anti- Ragging Convener

Copy to: All Anti Ragging Committee Members.

1. Dr.G.Edwin Sheela, Principal 
2. Dr.A.Mohamed Siddique, Vice Principal 
3. Lt.Dr.Jagathish, Department of Commerce 
4. Dr.T.Kumaran, Department of Zoology 
5. Dr.J.G.Joney Jeba Malar, Department of Tamil 
6. Dr.N.Yasmin, Department of Zoology 
7. Mr.S.Khadar Mohideen, Parent's Representative 
8. S. Krishna Prasad, I M.Com, Student's Representative 



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ANTI-RAGGING COMMITTEE

MINUTES-2022-2023(Odd Semester)

Anti-Ragging Committee meeting for the year 2022 – 2023 was held on 30-9-2022 at 11.00 a.m. All the members were present.

The following matters were discussed and resolved as follows

1. There shall be student representatives in any committee related to ragging.
2. Mischievous elements shall be identified and mischievous behaviour shall be liable for punishment as per the rulebook of the university / college.
3. A review of disciplinary measures and facilities with regard to hostels and campus shall be undertaken by the principal concerned and a student report has to be sent to the authorities once in a semester.
4. Notice boards to be erected in all conspicuous place of the institution and display Anti Ragging provisions and penalties.
5. The committee observed the act of ragging was found to be were rare in the college campus

The meeting came to an end by 12.00 noon.


Anti-Ragging Convenor



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Copy to Anti Ragging Committee Members.

1. Dr.G.Edwin Sheela, Principal *Sheela*
2. Dr.A.Mohamed Siddique, Vice Principal *A.M.Siddique*
3. Lt.Dr.Jagathish, Department of Commerce *Jagathish*
4. Dr.T.Kumaran, Department of Zoology *T.Kumaran*
5. Dr.J.G.Joney Jeba Malar, Department of Tamil *J.G.Joney*
6. Dr.N.Yasmin, Department of Zoology *N.Yasmin*
7. Mr.S.Khadar Mohideen, Parent's Representative *S.Khadar*
8. S. Krishna Prasad, I M.Com, Student's Representative *S.Krishna Prasad*



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ANTI-RAGGING COMMITTEE

CIRCULAR-2022-2023(Even Semester)

This is to inform you, the anti-ragging committee meeting will be scheduled on 17-3-2023 at 11.00 a.m. in the principal's office

The agenda of the meeting is as follows

1. To take decision on vigilance rounds
2. To co-ordinate with first year students regarding any ragging experience
3. To aware the students of dehumanizing effect of ragging inherent in its perversity

[Signature]
Anti-Ragging Convener

Copy to: All Anti Ragging Committee Members.

1. Dr.G.Edwin Sheela, Principal *[Signature]*
2. Dr.A.Mohamed Siddique, Vice Principal *[Signature]*
3. Lt.Dr.Jagathish, Department of Commerce *[Signature]*
4. Dr.T.Kumaran, Department of Zoology *[Signature]*
5. Dr.J.G.Joney Jeba Malar, Department of Tamil *[Signature]*
6. Dr.N.Yasmin, Department of Zoology *[Signature]*
7. Mr.S.Khadar Mohideen, Parent's Representative *[Signature]*
8. S. Krishna Prasad, I M.Com, Student's Representative *[Signature]*



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ANTI-RAGGING COMMITTEE

MINUTES-2022-2023 (Even Semester)

Anti-Ragging committee is constituted in this college to prevent ragging and to take anti-ragging measures as per the guide lines issued by the Supreme Court of India and UGC. Our college conducted the Anti-Ragging Committee meeting for the year 2022 – 2023 on 17-3-2023 at 11.00 a.m.

The members of the committee are as follows

1. Dr.G.Edwin Sheela, Principal 
2. Dr.A.Mohamed Siddique, Vice Principal 
3. Lt.Dr.Jagathish, Department of Commerce 
4. Dr.T.Kumaran, Department of Zoology 
5. Dr.J.G.Joney Jeba Malar, Department of Tamil 
6. Dr.N.Yasmin, Department of Zoology 
7. Mr.S.Khadar Mohideen, Parent's Representative 
8. S. Krishna Prasad, I M.Com, Student's Representative 

The following matters were discussed

1. Depending on the nature and gravity of the guilt established by the Anti-Ragging squad, one or more following punishments may be issued
 - a. Suspension from attending classes and academic privileges
 - b. Withholding/withdrawing scholarship and other benefits



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- c. Debarring from appearing in any test
 - d. Withholding results
 - e. Cancellation of admission
2. The fresher's are instructed that they should not respond to the call from seniors, should not participate in any kind of party anywhere inside/outside the campus by the seniors.
 3. Muslim Arts College campus is ragging free, still all these measures have been taken to ensure that the fresher are able to pursue their studies without getting teased, insulted or in any troubled by the seniors.
 4. All of this was possible only because of the whole hearted support from students and teachers.


Anti-Ragging Convenor



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ANTI-RAGGING COMMITTEE

REPORT-2022-2023

Muslim Arts College appointed an anti-ragging committee to prevent the menace of ragging and maintain healthy relations among students in the college campus. In the academic year 2022-2023 all the college students are informed about anti-ragging through notice. This committee arranged two meetings, first meeting on 30-09-2022 a.m. and another one on 17-03-2023. The committee discussed about the following matters.

1. There shall be student representatives in any committee related to ragging.

Mischievous elements shall be identified and mischievous behaviour shall be liable for punishment as per the rulebook of the university / college

2. The fresher's are instructed that they should not respond to the call from seniors, should not participate in any kind of party anywhere inside/outside the campus by the seniors.

Chair Person

PRINCIPAL
MUSLIM ARTS COLLEGE
THIRUVITHANCODE - 629 174

Anti-Ragging Convenor



MAC- Anti-Sexual Harassment

"Harassment-Free Campus: Our Commitment"

Activities of Anti-Sexual Harassment Cell

- To prevent incidents of sexual harassment within the College.
- To ensure fair and timely investigation and resolution of complaint.
- To prevent sexual harassment, thereby ensuring that the environment remains conducive to quality education and personal growth.
- To promote a culture of respect, inclusivity, and Islamic ethical behaviour.
- To uphold the dignity and well-being of all community members, reflecting our commitment to intellectual, emotional, and social balance.
- To encourage the social commitment of our students by promoting respect for all individuals, irrespective of caste, creed, race or gender, in harmony with strong disciplinary principles.

The Committee is responsible for handling all sexual harassment complaints. The committee will:

- Include diverse representation from different departments, ensuring gender balance and cultural sensitivity.
- Conduct initial assessments to determine the validity of complaints.
- Carry out impartial investigations by interviewing the complainant, accused, and witnesses, and reviewing any available evidence.
- Recommend appropriate actions based on the investigation findings.



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CIRCULAR

Anti-sexual Harassment Committee will be held on June 25, 2018 in seminar hall at 10 AM. All the Committee members are asked to attend the meeting without fail.

Thiruvithancode,

21-06-2018 .

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani Bai*
3. Dr. Joney Teba Malar *Joney*
4. Prof. H. Sathya Dhas *Dhas*
5. Mrs. B. S. Sruethi *Sruethi*
6. Mrs. Genitha Vins *Geni*



MUSLIM ARTS COLLEGE

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MINUTES OF ANTI-SEXUAL HARASSMENT COMMITTEE ON 25-06-2018

Time: 10 am

Venue: Seminar Hall

AGENDA OF THE MEETING

1. To discuss sexual abuse in academic blocks for male and female students.

Members Present:

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convenor	Dr.M.Ramani Bai	HOD of Zoology
Co-Convenor	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Mrs.Genitha Vins	Department of Tamil

Minutes:

The following points were discussed in the meeting:

- The committee head briefed about the various types of sexual harassment at workplaces and clarified about what kinds of cases should be thought of.
- The chairman requested the committee members to continue to create awareness among students and staff on sexual harassment issues and conduct programs with support of the departments benefitting the students in the campus.

Members Present:

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani Bai*
3. Dr. Joney Jeba Malar *Joney*
4. Prof. H. Sathya Dhas *Sathya Dhas*
5. Mrs. B. S. Sruthi *Sruthi*
6. Mrs. Genitha Vins *Genitha*

Ramani Bai
Convenor

Sheela
Chair Person
PRINCIPAL
MUSLIM ARTS COLLEGE
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Reg. No. : RC31/1688

CIRCULAR

Anti-sexual Harassment Committee will be held on January 07, 2019 in seminar hall at 10 AM. All the Committee members are asked to attend the meeting without fail.

Thiruvithancode,

04-01-2019.

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani Bai*
3. Dr. Joney Jeba Malar *Joney*
4. Prof. H. Sathya Dhas *Dhas*
5. Ms. B.S. Sruthi *Sruthi*
6. Mrs. Genitha Vins *Genitha*



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ISO 9001:2008
Reg. No. : RC91/3588

MINUTES OF ANTISEXUAL HARASSMENT COMMITTEE ON 07-01-2019

Time: 10 am

Venue: Seminar Hall

AGENDA OF THE MEETING

1. To discuss if any complaints have been lodged
2. To review the feedback collected from students.
3. Review of activities conducted

Members :

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convenor	Dr.M.Ramani Bai	HOD of Zoology
Co-Convenor	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Mrs.Genitha Vins	Department of Tamil

Minutes:

The following points were discussed in the meeting:

1. Any individual who feels subjected to harassment by anybody can report the incident to Complaints Committee.
2. In case the complaint seeks an informal redressal the individual shall orally report the same to the Committee and the Chair Person.
3. For complaints of serious nature the complaint shall be in writing to ensure consistency and accuracy.
4. The feedback from the students were collected.



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5. The activities performed by the anti-sexual harassment was reviewed.

Members Present:

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani Bai*
3. Dr. Joney Jeba Malar *Joney Jeba Malar*
4. Prof. H. Sathya Dhas *Sathya Dhas*
5. Mrs. B. S. Sruthi *Sruthi*
6. Mrs. Genitha Vins *Genitha Vins*



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Report:

The Chairperson Dr. G. Edwin Sheela, the Convenor, the Co- Convenor and the members have actively participated in the committee activities. The Chairperson expressed satisfaction that no cases were reported in the previous semester. The chairperson requested the committee members to make the students aware of different types of sexual abuse during tea break, lunch interval and so forth. It was decided that all the senior faculties should address the male and female students of the institution during the break hours to create awareness among them. She has informed the members to display anti-sexual harassment posters on Notice Boards to create awareness and the new committee members list on the website. No grievances reported for the year 2018-2019 and the report closes with no complaints.


Convenor


Chair Person
PRINCIPAL
MUSLIM ARTS COLLEGE
THIRUVITHANCODE - 629 174



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Reg. No. : RQ9173698

CIRCULAR

Anti-sexual Harassment Committee will be held on July 5, 2019 in seminar hall at 10 AM. All the Committee members are asked to attend the meeting without fail.

Thiruvithancode,

02-07-2019.

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani Bai*
3. Dr. Joney Teba Malar *Joney*
4. Prof. H. Sathya Dhas *Dhas*
5. Mrs. B. S. Sruthi *Sruthi*
6. Mrs. Crenitha Vins. *Gri*



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Reg. No. : RQ91/3688

MINUTES OF MAC ANTI-SEXUAL HARASSMENT COMMITTEE ON 05-07-2019

Time: 10 am

Venue: Seminar Hall

AGENDA OF THE MEETING

1. Welcoming Members and apprising them on the modalities of the Committee.
2. Measures to be taken to create awareness among the students in this regard.

Members :

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convenor	Dr.M.Ramani Bai	HOD of Zoology
Co-Convenor	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Mrs.Genitha Vins	Department of Tamil

Minutes:

The following points were discussed in the meeting:

- Measures have been taken among the students about the awareness.
- The committee Convenor briefed the various types of sexual harassment at workplaces and clarified about what kinds of cases should be thought of.



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Reg. No. : RQ21/3638

- The chairperson requested the committee members to create awareness among students and staff on sexual harassment issues and conduct programmed with support of the departments benefitting the students in the campus.
- The committee members suggested taking serious disciplinary action against the students who involved in sexual harassment.

Members Present:

1. Dr. G. Edwin Sheela

2. Dr. M. Ramani Bai

3. Dr. Joney Jeba Malar

4. Prof. H. Sathya Dhas

5. Mrs. B. S. Sruthi

6. Mrs. Genitha Vins

Sheela
Ramani Bai
Joney Jeba Malar
H. Sathya Dhas
Sruthi
Genitha Vins



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Report:

The Chairperson, Dr. G. Edwin Sheela, the Convenor, the Co- Convenor and the members have actively participated in the committee activities. The Chairperson expressed satisfaction that no cases were reported in the previous semester. The committee Convenor briefed the various types of sexual harassment at workplaces and clarified about what kinds of cases should be thought of. She has informed members to display anti-sexual harassment posters on Notice Boards to create awareness and the new committee members list on the website. No grievances reported for the year 2019-2020 and the report closes with no complaints.

Ramane Per
Convenor

Sheela
Chair Person
PRINCIPAL
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THIRUVITHANCODE - 629 174



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CIRCULAR

Anti-sexual Harassment Committee will be held on January 10, 2020 in seminar hall at 10 AM. All the Committee members are asked to attend the meeting without fail.

Thiruvithancode,

07-01-2020.

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani Bai*
3. Dr. Joney Jeba Malan *Joney*
4. Prof. H. Sathya Dhas *Dhas*
5. Mrs. B.S. Sruthi *Sruthi*
6. Mrs. Grenitha Vins *Grenitha*



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Reg. No: PQ91/2688

MINUTES OF MAC ANTI-SEXUAL HARASSMENT ON 10-01-2020

Time: 10 am

Venue: Seminar Hall

AGENDA OF THE MEETING

1. To discuss if any complaints have been lodged
2. To review the feedback collected from students.
3. Review of activities conducted

Members Present:

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convenor	Dr.M.Ramani Bai	HOD of Zoology
Co-Convenor	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Mrs.Genitha Vins	Department of Tamil

Minutes:

The following points were discussed in the meeting:

1. To take necessary steps to create awareness
2. The individual who feels subjected to harassment by anybody can report the incident to Complaints Committee through sexual harassment cell.
3. In case the complaint seeks an informal redressal, the individual shall orally report the same to the Committee and the Chair Person



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4. For complaints of serious nature, the complaint shall be in writing to ensure consistency and accuracy.
5. The feedback from the students was collected.
6. The activities performed by the anti-sexual harassment were reviewed.

Members Present:

1. Dr. G. Edwin Sheela

2. Dr. M. Ramani Bai

3. Dr. Joney Jeba Malar

4. Prof. H. Sathya Dhas

5. Mrs. B. S. Sruthi

6. Mrs. Genitha Vins

Sheela
Ramani Bai
Joney Jeba Malar
H. Sathya Dhas
B. S. Sruthi
Genitha Vins



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Report:

The Chairperson Dr. G. Edwin Sheela, the Convenor, the Co- Convenor and the members has actively participated in the committee activities. The Chairperson expressed satisfaction that no cases were reported in the previous semester. The chairperson requested committee members to address male and female students and make them aware of different types of sexual abuse during tea break, lunch interval and so forth. It was decided that all the senior faculties should address the male and female students of the institution during the break hours to create awareness among the students. The chairperson informed members to display anti-sexual harassment posters on Notice boards to create awareness and the new committee members list on the website. The suggestion box was kept in the college campus and also collects the feedback through online and offline. No grievances reported for the year 2019-2020 and the report closes with no complaints.

Raman B
Convenor

Sheela
Chair Person
PRINCIPAL
MUSLIM ARTS COLLEGE
THIRUVITHANCODE - 629 174



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Reg. No. : RQ91/3488

CIRCULAR

Anti-sexual Harassment Committee will be conducted through online mode(Google meet: meet.google.com/dkk-rbft-ikd) on July 3, 2020. All the Committee members are asked to join the meeting without fail.

Thiruvithancode,

01-07-2020.



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ISO 9001:2000
Reg. No. : RQ9173688

MINUTES OF MAC ANTI-SEXUAL HARASSMENT COMMITTEE MEETING ON 03-07-2020

Time: 10 am

Mode: Online

AGENDA OF THE MEETING

1. To discuss about organizing online orientation programmed for students

Members:

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convenor	Dr.M.Ramani Bai	HOD of Zoology
Co-Convenor	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Mrs.Genitha Vins	Department of Tamil

Minutes:

The committee Convener briefly highlighted the scopes and objectives of the meeting.
The following points were discussed in the meeting:

1. It is decided to organize online orientation programmed for students to inform them about the anti sexual harassment committee for the students.
2. It is decided to ensure safety of the students.



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ISO 9001:2000
Reg. No. : RQ91/3688

Members Present:

1. Dr. G. Edwin Sheela

Sheela

2. Dr. M. Ramani Bai

Ramani Bai

3. Dr. Joney Jeba Malar

Jy...

4. Prof. H. Sathya Dhas

Dhas

5. Mrs. B. S. Sruthi

Sruthi

6. Mrs. Genitha Vins

Geni



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ISO 9001:2000
Reg. No. : RQ913688

Report:

The Chairperson Dr. G. Edwin Sheela, the Convenor, the Co- Convenor and the members have actively participated in the committee activities. The Chairperson expressed satisfaction that no cases were reported in the previous semester. The feedback was collected through the online. No grievances reported for the year 2020-2021 and the report closes with no complaints.

Raman B.
Convenor

Sheela
Chair Person

PRINCIPAL
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THIRUVITHANCODE - 629 174



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CIRCULAR

Anti-sexual Harassment Committee will be conducted through online mode(**Google meet: meet.google.com/dkk-rbft-ikd**) on January 8, 2021. All the Committee members are asked to join the meeting without fail.

Thiruvithancode,

06-01-2021.



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ISO 9001:2008
Reg. No. / RQ01/2008

MINUTES OF MAC ANTI-SEXUAL HARASSMENT COMMITTEE MEETING ON 8-01-2021

Time: 10 am

Venue: Online

AGENDA OF THE MEETING

1. To review the feedback collected from students.
2. Review of activities conducted

Members :

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convenor	Dr.M.Ramani Bai	HOD of Zoology
Co-Convenor	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Mrs.Genitha Vins	Department of Tamil

Minutes:

The committee Convenor briefly highlighted the scopes and objectives of the meeting.
The following points were discussed in the meeting:

1. It is decided to ensure safety of the students.



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ISO 9001:2015
Reg. No : RQ91/2488

Members Present:

1. Dr. G. Edwin Sheela 
2. Dr. M. Ramani Bai 
3. Dr. Joney Jeba Malar 
4. Prof. H. Sathya Dhas 
5. Mrs. B. S. Sruthi 
6. Mrs. Genitha Vins 



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ISO 9001:2000
Reg. No.: RC91/1558

CIRCULAR

Anti-sexual Harassment Committee will be held on July 3, 2021 in seminar hall at 10 AM. All the Committee members are asked to attend the meeting without fail.

Thiruvithancode,

01-07-2021.

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai Ramas *Ramas*
3. Dr. Joney Jeba Malar *Jm*
4. Prof. H. Sathya Dhas *Dhas*
5. Mrs. B.S. Sreelhi *Sreelhi*
6. Mrs. Geritha Vins *Gin*



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ISO 9001:2000
Reg. No. : RC91/3688

MINUTES OF MAC ANTI-SEXUAL HARASSMENT COMMITTEE ON 03-07-2021

Time: 10 am

Venue: Seminar Hall

AGENDA OF THE MEETING

1. Measures to be taken to create awareness among the students regarding sexual harassment and its prevention.
2. To create a secure physical and social environment this will deter acts of sexual harassment.

Members:

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convener	Dr.M.Ramani Bai	HOD of Zoology
Co-Convener	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Mrs.Genitha Vins	Department of Tamil

Minutes:

The committee Convener briefly highlighted the scopes and objectives of the meeting. The following points were discussed in the meeting:

- The committee reviewed the vigilance system for monitoring the movement of the students.



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ISO 9001:2000
Reg. No. : RC91/3688

- It is decided to create a secure physical and social environment this will deter acts of sexual harassment.

Members Present:

1. Dr. G. Edwin Sheela

2. Dr. M. Ramani Bai

3. Dr. Joney Jeba Malar

4. Prof. H. Sathya Dhas

5. Mrs. B. S. Sruthi

6. Mrs. Genitha Vins



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ISO 9001:2015
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Report:

The Chairperson Dr. G. Edwin Sheela, the Convenor, the Co- Convenor and the members has actively participated in the committee activities. The Chairperson expressed satisfaction that no cases were reported in the previous semester. The chairperson requested the committee members to make the students aware of different types of sexual abuse during tea break, lunch interval and so forth. It was decided that all the senior faculties should address the male and female students of the institution during the break hours to create awareness among the students. She also informed the members to display anti-sexual harassment posters on Notice boards to create awareness and the new committee members list on the website. No grievances reported for the year 2021-2022 and the report closes with no complaints.

Ramesh P
Convenor

Sheela
Chair Person

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CIRCULAR

Anti-sexual Harassment Committee will be held on January 8, 2022 in seminar hall at 10 AM. All the Committee members are asked to attend the meeting without fail.

Thiruvithancode,

05-01-2022.

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani R*
3. Dr. Joney Jeba Malar *Joney*
4. Prof. H. Sathya Dhas *Dhas*
5. Mrs. B.S. Sruthi *Sruthi*
6. Mrs. Grenitha Vins *Grenitha*



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MINUTES OF MAC ANTI-SEXUAL HARASSMENT COMMITTEE MEETING ON 08-01-2022

Time: 10 am

Venue: Seminar Hall

AGENDA OF THE MEETING

1. To discuss if any complaints have been lodged
2. To review the feedback collected from students.
3. Review of activities conducted

Members:

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convenor	Dr.M.Ramani Bai	HOD of Zoology
Co-Convenor	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Mrs.Genitha Vins	Department of Tamil



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Minutes:

The following points were discussed in the meeting:

1. To take necessary steps to create awareness
2. The individual who feels subjected to harassment by anybody can report the incident to Complaints Committee through sexual harassment cell.
3. In case the complaint seeks an informal redressal, the individual shall orally report the same to the Committee and the Chair Person.
4. For complaints of serious nature, the complaint shall be in writing to ensure consistency and accuracy.
5. The feedback from the students was collected.
6. The activities performed by the anti-sexual harassment were reviewed.

Members Present:

1. Dr. G. Edwin Sheela

2. Dr. M. Ramani Bai

3. Dr. Joney Jeba Malar

4. Prof. H. Sathya Dhas

5. Mrs. B. S. Sruthi

6. Mrs. Genitha Vins



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Report:

The Chairperson Dr. G. Edwin Sheela, the Convenor, the Co- Convenor and the members have actively participated in the committee. The Chairperson expressed satisfaction that no cases were reported in the previous semester. The chairperson requested committee members to make the students aware of different types of sexual abuse during tea break, lunch interval and so forth. It was decided that all the senior faculties should address the male and female students of the institution during the break hours to create awareness among the students. She informed the members to display anti-sexual harassment posters on Notice boards to create awareness and the new committee members list on the website. The suggestion boxes were kept in the college campus and also collects the feedback through online and offline. No grievances reported for the year 2021-2022 and the report closes with no complaints.


Convenor


Chair Person

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ISO 9001:2000
Reg. No. : RC91/1568

CIRCULAR

Anti-sexual Harassment Committee will be held on July 15, 2022 in seminar hall at 10 AM. All the Committee members are asked to attend the meeting without fail.

Thiruvithancode,

12-07-2022.

1. Dr. Ct. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani*
3. Dr. Joney Teba Malar *Joney*
4. Prof. H. Sathya Dhas *Dhas*
5. Mrs. B.S. Sruthi *Sruthi*
6. Mrs. Greniltha Vins *Gri*



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ISO 9001:2000
Reg. No. : RQ9113688

MINUTES OF MAC ANTI-SEXUAL HARASSMENT COMMITTEE ON 15-07-2022

Time: 10 am

Venue: Seminar Hall

AGENDA OF THE MEETING

1. To provide an environment free of gender-based discrimination.
2. To facilitate a safe environment that is free of sexual harassment.

Members Present:

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convenor	Dr.M.Ramani Bai	HOD of Zoology
Co-Convenor	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Dr.Genitha Vins	Department of Tamil

Minutes:

The committee Convenor briefly highlighted the scopes and objectives of the meeting.
The following points were discussed in the meeting:

- It is decided to provide an environment free of gender-based discrimination.
- It is decided to facilitate a safe environment that is free of sexual harassment.

Members Present:

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani R*
3. Dr. Joney Jeba Malar *J.M.*
4. Prof. H. Sathya Dhas *H.S.D.*
5. Mrs. B. S. Sruthi *Sruthi*
6. Mrs. Genitha Vins *Genitha*



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ISO 9001:2008
Reg. No. : RG01/3688

Report:

The Chairperson Dr. G. Edwin Sheela, the Convenor, the Co- Convenor and the members has actively participated in the committee. The Chairperson expressed satisfaction that no cases were reported in the previous semester. The chairperson informed members to display anti-sexual harassment posters on Notice boards to create awareness and the new committee members list on the website. The convenor discussed about the environment free of gender-based discrimination and a safe environment that is free of sexual harassment. No grievances reported for the year 2022-2023 and the report closes with no complaints.

Daman Bar
Convenor

Sheela
Chair Person

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CIRCULAR

Anti-sexual Harassment Committee will be held on January 13, 2023 in seminar hall at 10 AM. All the Committee members are asked to attend the meeting without fail.

Thiruvithancode,

10-01-2023.

1. Dr. G. Edwin Sheela *Sheela*
2. Dr. M. Ramani Bai *Ramani Bai*
3. Dr. Joney Jeba Malar *Jm*
4. Prof. H. Sathya Dhas *Dhas*
5. Mrs. B.S. Sruthi *Sruthi*
6. Mrs. Crenitha Vins *Cr*



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MINUTES OF MAC ANTI-SEXUAL HARASSMENT COMMITTEE MEETING ON 13-01-2023

Time: 10 am

Venue: Seminar Hall

AGENDA OF THE MEETING

1. To promote a social and psychological environment that will raise awareness about sexual harassment in its various forms.
2. To review the feedback collected from students.
3. Review of activities conducted.

Members:

Role	Name	Designation
Chair Person	Dr.G.Edwin Sheela	Principal
Convenor	Dr.M.Ramani Bai	HOD of Zoology
Co-Convenor	Dr.Joney Jeba Malar	Department of Tamil
Members	Prof.H.Sathya Dhas	Department of Commerce
	Mrs.B.S.Sruthi	Department of Computer Science
	Dr.Genitha Vins	Department of Tamil



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ISO 9001:2000
Reg. No. : RQ91/2668

Minutes:

The following points were discussed in the meeting:

1. To take necessary steps to create awareness.
2. The individual who feels subjected to harassment by anybody can report the incident to Complaints Committee through sexual harassment cell.
3. It is decided to promote a social and psychological environment that will raise awareness about sexual harassment in its various forms.
4. The feedback from the students was collected.
5. The activities performed by the anti-sexual harassment were reviewed.

Members Present:

1. Dr. G. Edwin Sheela

2. Dr. M. Ramani Bai

3. Dr. Joney Jeba Malar

4. Prof. H. Sathya Dhas

5. Mrs. B. S. Sruthi

6. Dr. Genitha Vins



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ISO 9001:2008
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Report:

The Chairperson Dr. G. Edwin Sheela, the Convenor, the Co- Convenor and the members has actively participated in the committee. The Chairperson expressed satisfaction, that no cases were reported in the previous semester. It was decided that all the senior faculties should address the students of the institution during the break hours to create awareness among the students. The chairperson informed members to display anti-sexual harassment posters on Notice boards to create awareness and the new committee members list on the website. The convenor decided to promote a social and psychological environment that will raise awareness about sexual harassment in its various forms. The suggestion boxes were kept in the college campus and also collects the feedback through online and offline. No grievances reported for the year 2022-2023 and the report closes with no complaints.

Ramesh B.
Convenor

Sheela
Chair Person
PRINCIPAL
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Dr. G. Edwin Sheela, M.Sc., M.Phil., Ph.D.,
Principal

DECLARATION

I hereby declare that the details and information given above are complete and true to the best of my knowledge and belief.



PRINCIPAL
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