

## INTERNAL COMPLAINTS CELL

The minutes of the meeting held on  
19<sup>th</sup> October 2016 in Principal's Chamber at 3.30 pm

### Agenda





To consider the complaints filled by the girl students of 2<sup>nd</sup> DC BA English and History.


### Discussions Made:

1. It was decided to constitute an enquiry committee to study the complaint put forth by the girl students. The committee consists of :-
  - Dr. Tessy Paul (convenor)
  - Fr. Jose Thekkan (principal)
  - Prof. Mary Pathrose
  - Prof. Sheeba Varghese
  - Prof. V P Anto
2. The enquiry committee was instructed to submit the report on or before 30<sup>th</sup> Oct 2016 at 10.30 am.
3. The next meeting was to be convened on 30<sup>th</sup> Oct 2016 to discuss on the report presented by the Enquiry committee and the measures to be taken, if any.
4. The committee decided that the victims be reassured and the victimizer be counselled about the consequence of any act that would make the girl student embarrassed, uncomfortable and threatened in the college campus.

The meeting was wound up by 5 pm.

### Members present were:

1. Dr. Jose Thekkan CMI, Principal, Christ College (Autonomous) 
2. Dr. Tessy Paul P, Convenor, Internal Complaints Cell 
3. Mrs. Mary Pathrose Pallikkattil, Member, Internal Complaints Cell 
4. Mrs. Sheeba Varghese, Member, Internal Complaints Cell 

  
Fr. Dr. Jolly Andrews  
Assistant Professor-  
In-charge of Principal  
Christ College (Autonomous)  
Irinjalakuda



## INTERNAL COMPLAINTS CELL

**Minutes of the meeting held on  
30<sup>th</sup> October 2016 at 11 am in the Principal's Room**





### **Agenda:**

1. To discuss on the report of the following committee on the complaint filed by the 2<sup>nd</sup> DC BA English and History girl students.
2. To decide the action to be followed.


### **Decisions made:**

1. The enquiry committee under the convenorship of Dr. Tessy Paul submitted the report on 29<sup>th</sup> Oct 2016.
  2. The committee found that the allegations of the girl students against Prof. K. Chandran of using abusive words and harassment is genuine. The committee recommended that the warning should be given to Prof. K. Chandran.
  3. It was further decided to call on a special meeting of the college council on 1/11/2016 to decide and approve the decision taken by the enquiry committee.
- The meeting wound by 12 am.

### **Members present were:**

1. Dr. Jose Thekkan CMI, Principal, Christ College (Autonomous) 
2. Dr. Tessy Paul P, Convenor, Internal Complaints Cell 
3. Mrs. Mary Pathrose Pallikkattil, Member, Internal Complaints Cell 
4. Mrs. Sheeba Varghese, Member, Internal Complaints Cell 



  
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## INTERNAL COMPLAINTS CELL

Minutes of the meeting held on  
21<sup>st</sup> June 2017 at 2.00 pm in the Conference Hall

### Agenda:

1. Discuss the activities to be conducted by the ICC for the year 2017-18


The meeting was attended and chaired by Dr. Jose Thekkan CMI, the Principal.

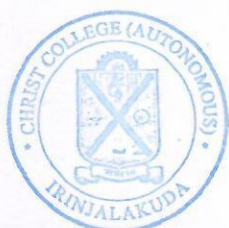
### Decisions made:

1. It was decided to suggest to women cell that orientation/awareness classes should be provided to the student community on various key areas like cyber-crime, POCSO, women empowerment, etc.
2. A detailed plan of action is to be submitted by the Convenor on or before 25<sup>th</sup> June 2017.

### Members present were:

1. Dr. Jose Thekkan CMI, Principal, Christ College (Autonomous) 
2. Dr. Tessy Paul P, Convenor, Internal Complaints Cell 
3. Mrs. Mary Pathrose Pallikkattil, Member, Internal Complaints Cell 
4. Mrs. Sheeba Varghese, Member, Internal Complaints Cell 

  
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## INTERNAL COMPLAINTS CELL

**Minutes of the meeting held on  
24<sup>th</sup> November 2017 at 10.00 pm in the Conference Hall**

The meeting was attended and chaired by Dr. Mathew Paul Ukken, the Principal- in- Charge.

### **Agenda:**

To discuss on the complaint filed by Ms. Alphy Tom of IIDC Double main against Dr. K Chandran

### **Decisions made:**

A complaint was filed by Ms. Alphy Tom of II DC English- History on the mental harassment and defamation by Dr. K Chandran, the Head of the department of English- History.

It was decided to constitute an enquiry committee consisting of Ms. Mary Pathrose(the Convenor), Prof. V P Anto, Ms. Sheeba Varghese and Dr. Tessy Paul. The committee was asked to submit the report on or before 30<sup>th</sup> November, 2017 at 3 pm and to convene a meeting on 1<sup>st</sup> December, 2017 at 10 am in the Principal's room to discuss on the committee report.

### **Members present were:**

1. Dr. Mathew Paul Ukken, the Principal- in- Charge, Christ College (Autonomous) 2  
Mathew
2. Dr. Tessy Paul P, Convenor, Internal Complaints Cell epd
3. Mrs. Mary Pathrose Pallikkattil, Member, Internal Complaints Cell mpathrose
4. Mrs. Sheeba Varghese, Member, Internal Complaints Cell Sheeba

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**Fr. Dr. Jolly Andrews**  
Assistant Professor-  
In-charge of Principal  
Christ College (Autonomous)  
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## INTERNAL COMPLAINTS CELL

**Minutes of the special meeting held on  
1<sup>st</sup> Dec 2017 at 10.00 pm in the Principal's Room**

### **Agenda:**

To discuss the report of the following enquiry committee on the complaint filed by Mr. Alphy Tom.

### **Discussions Made:**

The committee headed by Mrs. Mary Pathrose submitted the enquiry report to the Principal. The committee reported that the complaint filed by Mr. Alphy Tom is found to be genuine. As it was the second complaint of this kind against Dr.K. Chandran it was decided to issue a warning memo to Dr.K. Chandran.

### **Members present were:**

1. Dr. Mathew Paul Ukken, the Principal- in- Charge, Christ College (Autonomous) 3  
Hakkar
2. Dr. Tessy Paul P, Convenor, Internal Complaints Cell epd
3. Mrs. Mary Pathrose Pallikkattil, Member, Internal Complaints Cell
4. Mrs. Sheeba Varghese, Member, Internal Complaints Cell Sheeba
5. Prof. V P Anto, Member, Internal Complaints Cell VP

Fr. Dr. Jolly Andrews  
Assistant Professor-  
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## INTERNAL COMPLAINTS CELL

The minutes of the meeting held on 3rd August 2018 at 3.00 pm in the conference room

### **Agenda:**





1. To discuss the measures that should be taken for women empowerment against sexual harassment.
2. To consider any other matters put before the meeting and approved by the principal.


### **Discussions Made:**

The admission of the first year UG and PG students were to begin soon. It was decided to adopt the following women empowerment measures in the campus:

1. As per the suggestion and decision of the previous year (2017 – 2018) various social awareness programmes were organised for 1<sup>st</sup> year students to understand the problems being faced by women
2. To convene a meeting of all 1<sup>st</sup> year class teachers specially to create an awareness about the social problems faced by women and to work for the uplift of women.
3. Seminars, extension lectures with special emphasis on women and their roles in the present-day society were also discussed.
4. It was decided to give admission to 3<sup>rd</sup> gender in the UG/PG programmes.
5. Suggestions was given to women cell to organise classes on self-defence to girl students.

### **Members present were:**

1. Dr. Mathew Paul Ukken, Principal, Christ College (Autonomous) 
2. Dr. Tessy Paul P, Convenor, Internal Complaints Cell 
3. Mrs. Mary Pathrose Pallikkattil, Member, Internal Complaints Cell 
4. Mrs. Sheeba Varghese, Member, Internal Complaints Cell 

  
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## INTERNAL COMPLAINTS CELL

Minutes of the meeting held on  
25<sup>th</sup> June 2019 in the Conference Hall at 3.30 pm

### Agenda:

1. To discuss the measures that should be taken for women empowerment against sexual harassment.
2. To consider any other matters put before the meeting and approved by the principal.

### Discussions Made:

1. It was decided to conduct programmes aimed at women empowerment for women beneficiaries
2. It was also decided to give an orientation to the I DC and I PG students on ICC – its objectives, functions, procedure to register complaints, etc.

### Members present were:

1. Dr. Mathew Paul Ukken, Principal, Christ College (Autonomous)
2. Dr. Tessy Paul P, Convenor, Internal Complaints Cell
3. Mrs. Mary Pathrose Pallikkattil, Member, Internal Complaints Cell
4. Mrs. Sheeba Varghese, Member, Internal Complaints Cell

*Mathew Paul*

*Tessy Paul P*

*mpathrose*

*Sheeba Varghese*

*Fr. Dr. Jolly Andrews*  
Assistant Professor-  
In-charge of Principal  
Christ College (Autonomous)  
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## INTERNAL COMPLAINTS CELL

Minutes of the online meeting held on  
27<sup>th</sup> August 2020 in the conference hall at 12.30 pm

### **Agenda:**

1. Awareness programmes for female staff
2. Status of the existing complaint made by a female staff against a male staff
3. To consider any other matters put before the meeting and approved by the principal.

### **Minutes:**

1. Mrs. Mary Pathrose pointed out the need of conducting an awareness programme for female teachers regarding work place dignity and rights.
2. Dr. Jolly Andrews CMI, the Principal- in- Charge, updated the members that compulsory retirement with benefits has been initiated against Dr. P D Shaju based on the reports of the enquiry commission. He also stated that the institution has a Zero Tolerance Policy in case of Sexual Harassment or anything of that sort against the maodesty of women.
3. Dr. Tessy Paul P proposed a vote of thanks.

### **Members present online were:**

1. Dr. Jolly Andrews CMI, the Principal- in- Charge, Christ College (Autonomous) *ajp*
2. Dr. Tessy Paul P, Convenor, Internal Complaints Cell *tp*
3. Mrs. Mary Pathrose Pallikkattil, Member, Internal Complaints Cell *mpathrose*
4. Mrs. Sheeba Varghese, Member, Internal Complaints Cell *sv*

*ajp*  
Fr. Dr. Jolly Andrews  
Assistant Professor-  
In-charge of Principal  
Christ College (Autonomous)  
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