



# AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

Amala Nagar P.O., Thrissur-680 555, Kerala, India.

Website : [www.amalanursingcollege.org](http://www.amalanursingcollege.org)

**FIRST CYCLE NAAC ACCREDITATION 2022**

## CRITERION 6

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1. Institutional Vision and Leadership

*6.1.2 Minutes of Internal Complaints Committee*

*Submitted to*



**THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**



# AMALA COLLEGE OF NURSING

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Amala Nagar P.O., Thrissur-680 555, Kerala, India.

## Minutes of the Internal Complaint Committee Meeting Held

on 03-01-2020 at 2 pm

The meeting on antisexual harassment was held on 3/1/2020 at 2pm at conference room of Amala college of Nursing. Since no complaints were received, the committee discussed the effect of poster competition on the prohibition of sexual harassment and discussed the future plans.

### The following members were present for the meeting

1. Dr. Prof. Rajee Reghunath, chairperson 
2. Dr. Prof. Sr. Merly John, convener 
3. Sr. Jyothish, Committee member 
4. Mrs. Bincy AP, Committee member 
5. Mrs. Aswathy Gopi 
6. Mrs. Rosariyo Anto 


### Agenda

- Discuss any complaints related to sexual harassment among staff and students.
- To discuss future plans

### DISCUSSION OF MEETING

### Action Taken Report of previous meeting

The meeting began with a silent prayer. The action taken report of the previous meeting was presented. No cases of sexual harassment reported.

  
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### Discuss Future Plans

The committee discussed how to motivate students and staff to report incidence if it is occurred and also provide awareness classes on prohibition of sexual harassment and legislative protections.



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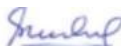


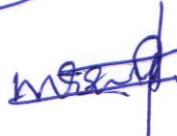
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Amala Nagar P.O., Thrissur-680 555, Kerala, India.

## Minutes of the anti-sexual harassment committee meeting held on 8/4/2019 at 2 pm

The meeting on antisexual harassment was held on 8/4/2019 at 2pm at conference Hall of Amala College of Nursing to discuss any complaints related to sexual harassment among staff or students and discuss the functioning of the committee, and need of poster competition, on topic related to the prohibition of sexual violence.

### The following members were present for the meeting

1. Dr. Prof. Rajee Raghunath, chairperson 
2. Dr. Prof. Sr. Merly John, convener 
3. Sr. Jyothish, Committee member 
4. Mrs. Fancy Paul, Secretary 
5. Mrs. Mary Tresa, committee member 

### Agenda

1. Discuss any complaints related to sexual harassment among the staff or students.
2. To discuss the presentation of a poster competition-related to the prohibition of sexual violence against women.



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### Discussion of meeting


### Action Taken Report of Previous meeting

The meeting began with a silent prayer. The action taken report of the previous meeting was presented. No sexual harassment cases reported.

### Discuss the presentation of a poster competition-related to the prohibition of sexual violence against women.

The meeting was decided to conduct various awareness programs with experts to improve the knowledge level of students and staff. Planned to conduct poster competition regarding sexual violence against women. The competition was planned to conduct on 19<sup>th</sup> June (International day for Elimination of Sexual Violence) each year.



  
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## MINUTES OF THE ANTI-SEXUAL HARASSMENT COMMITTEE

### MEETING HELD ON 4/6/2018

Antisexual harassment committee meeting was held on 4/6/2018 at conference Hall, Amala college of Nursing at 2pm to discuss any complaints related to sexual harassment among the staff or students and to evaluate the student's interest in sharing 'Thought of the day'

### The following members were present for the meeting

1. Dr. Prof. RajeeRaghunath, chairperson 
2. Dr. Prof. Sr. MerlyJohn, convenor 
3. Sr. Jyothish, Committee member 
4. Mrs. Fancy Paul, Asst. Professor 

### Agenda

1. Discuss any complaints related to sexual harassment among the staff or students.
2. Evaluate the student's interest in sharing 'Thought of the day' and discuss future plans

### Discussion of the Meeting

### Action Taken Report of Previous meeting

- The meeting began with a silent prayer. The action taken report of the previous meeting was presented. **No sexual harassment cases reported.**



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- Human value-added classes conducted.

**Evaluate the student's interest in sharing 'Thought of the day' and discuss future plan**

Following are the points were discussed.

The committee observed that students were really interested in sharing 'thought of the day'. So decided to continue the programme. The meeting planned to continue awareness programs and strictly follow policies and SOP. The meeting ended at 3pm.



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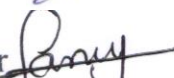
Amala Nagar P.O., Thrissur-680 555, Kerala, India.

## MINUTES OF THE ANTI-SEXUAL HARASSMENT COMMITTEE

### MEETING HELD ON 10/7/2017

Antisexual harassment committee meeting was held on 10/7/2017 at conference Hall, Amala college of Nursing at 3pm to discuss any complaints related to sexual harassment among the staff or students and to plan supportive measure to be taken to inculcate moral values in them.

### The following members were present for the meeting

1. Dr. Prof. Rajee Raghunath, chairperson 
2. Dr. Prof. Sr. Merly John, convenor 
3. Sr. Jyothish, Committee member 
4. Mrs. Fancy Paul, Asst. Professor 

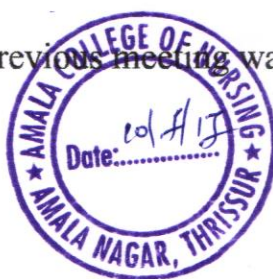
### Agenda

- Discussing any complaints related to sexual harassment among the staff or students.
- Plan supportive measure to be taken to inculcate moral values.

### Discussion of the Meeting

### Action Taken Report of Previous meeting

- The meeting began with a silent prayer. The action taken report of the previous meeting was presented. **No sexual harassment cases reported.**



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- Conducted value added class by Rev.Francis Kurissery, Director Amala Institute of Medical Sciences

**Discuss the Measures to be taken to avoid Sexual Harassment Activities**

Following are the points were discussed.

- The committee suggested to inculcate moral values, more human value-added class has to arrange every year.
- The committee also recommended that student's initiative will be more beneficial, so each day one student has to present '**thought of the day**' in assembly.



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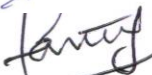
Amala Nagar P.O., Thrissur-680 555, Kerala, India.

## MINUTES OF THE ANTI-SEXUAL HARASSMENT COMMITTEE MEETING

### HELD ON 8-10-2016

Antisexual harassment committee meeting was held on 8-10-2016 at conference Hall, Amala college of Nursing at 2pm to discuss any complaints related to sexual harassment among the staff or students and to confer how to prevent sexual harassment activities

### The following members were present for the meeting

1. Dr. Prof. Rajee Raghunath, chairperson 
2. Dr. Prof. Sr. Merly John, convener 
3. Sr. Jyothish, Committee member 
4. Mrs. Fancy Paul, Asst. Professor 

### Agenda

- Discussing any complaints related to sexual harassment among the staff or students.
- Discuss the measures to be taken to avoid sexual harassment activities

### Discussion of the Meeting

### Action Taken Report of Previous meeting

The meeting began with a silent prayer. The action taken report of the previous meeting was presented. **No sexual harassment cases reported.** Ensured proper maintenance of the security system.





### **Discuss the Measures to be taken to avoid Sexual Harassment Activities**

Following are the points that were discussed. Rev. Sr. Merly suggested to arrange value added classes for students and it will equip them with good values and morals. Human value added programmes planned to conduct every year by resource persons with good values. The meeting ended at 3pm



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