



PRINCE SHRI VENKATESHWARA ARTS AND SCIENCE COLLEGE

Gowrivakkam, Chennai-600073.

Affiliated to University of Madras, ISO:9001:2015-Certified Institution
Recognized by UGC under section:2(f) of UGC Act:1956

PSVASC/POSH/2022-2023/02

DATE: 16.08.2022

CIRCULAR

A meeting will be held on 18.08.2022 at 2:00 p.m. in the Conference Hall to discuss the activities of the Sexual Harassment Prevention Committee and set the agenda for 2022-2023. All committee members are requested to attend the meeting.

Agenda:

- To describe the responsibilities and duties of the committee members.
- Discussing the situation can be construed as sexual harassment.
- The process to be followed when dealing with any sexual harassment-related issues involving students or female employees
- Steps to be taken in response to Sexual Harassment.

J. Ranganaswami
CONVENER

Copy to:



B. Kalpana
PRINCIPAL
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ATTENDANCE

POSHC TEAM MEMBERS

NAME	DESIGNATION	SIGNATURE
Dr.M.Uma	Principal	
Mrs.T.Renganayaki	Convener	<i>T. Renganayaki</i>
Mrs.D.Ramya	Member	<i>D. Ramya</i>
Dr.V.Srilatha	Member	<i>V. Srilatha</i>
Dr.K.Deepalakshmi	Member	<i>K. Deepalakshmi</i>
Dr.P.Jasmin Lena	Member	<i>P. Jasmin Lena</i>
Mr.Balamurali V B-(III-B.COM-C)	Student Member	<i>V. B. Balamurali</i>
Ms.Angelin M (III-BA-ENG)	Student Member	<i>Angelin M.</i>
Ms.Anitha R (III-BBA)	Student Member	<i>Anitha R.</i>

T. Renganayaki
CONVENER



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PSVASC/POSH/2022-2023/03

Date:19.08.2022

Mrs.T.Renganayaki
Convener – POSH

Dear Sir/Madam,

Sub: Anti-Ragging Committee meeting held on 18th August 2022,
Forwarding of minutes – Regarding

The minutes of the Prevention of Sexual Harassment committee meeting held on 18th August 2022, 2.00 p.m. is attached for your reference and necessary action by the concerned members.

To

1. All POSH members

J. Renganayaki
CONVENER



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Prevention of Sexual Harassment Committee

Minutes of the meeting

Members present:

Mrs.T.Renganayaki

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 2022-2023.

NAME	DESIGNATION
Dr.M.Uma	Principal
Mrs.T.Renganayaki	Convener
Mrs.D.Ramya	Member
Dr.V.Srilatha	Member
Dr.K.Deepalakshmi	Member
Dr.P.Jasmin Lena	Member
Mr.Balamurali V B-(III-B.COM-C)	Student Member
Ms.Angelin M (III-BA-ENG)	Student Member
Ms.Anitha R (III-BBA)	Student Member

Welcome Address:

For the inaugural meeting, Mrs.T.Renganayaki greeted all of the members of the committee charged with preventing sexual harassment. She thanked her team for putting on programmes during the previous academic year like

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"Discussion on Gender Sensitization and Personality Development" and "Session on Discrimination and Harassment," and she urged them to raise awareness to reduce instances of harassment of female students and employees.

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 employees and students.
- Actions to be taken based on harassment issues.

Meeting Minutes:

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

- The committee noted that there had been no reports of harassment during the previous academic year.
- The committee emphasised the significance of displaying notices/posters in obvious places in the workplace explaining sexual harassment as well as the membership and contact details of the committee in order to raise awareness and maintain ongoing sensitization among the staff and students.
- 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:** A statement that any further acts of misconduct will result in harsh disciplinary action and that the delinquent student's or staff member's action was against the rules.



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- **Suspension**-A student/staff may be suspended for a specified period of time which may also be followed by possible dismissal.
- At the end of the discussion, Mrs.T.Renganayaki urged her staff to support efforts to combat sexual harassment. Last but not least, she gave her team members advice on how to execute several programmes for this academic year, including "Effective Self-Défense Techniques for Women" and a workshop on "Addressing Cyber Sexual Harassment." The committee members are to visit the college campus on a regular basis and make recommendations for improvements in women's safety, as per her instructions.

Vote of Thanks:

The meeting ended with Vote of Thanks to the chair at 3.00 pm.

Date of next meeting: To be continued.



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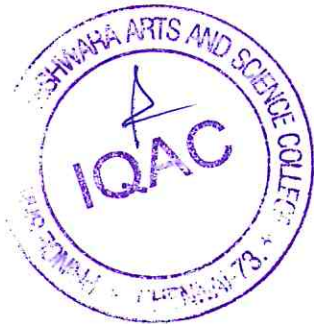
Acknowledgement Slip

Acknowledgement for the receipt of minutes of meeting dated 18th August 2022.

POSHC Team members:

NAME	DESIGNATION	SIGNATURE
Dr.M.Uma	Principal	
Mrs.T.Renganayaki	Convener	
Mrs.D.Ramya	Member	J. Renganayaki
Dr.V.Srilatha	Member	D. R.
Dr.K.Deepalakshmi	Member	L. V. Srilatha
Dr.P.Jasmin Lena	Member	K. D.
Mr.Balamurali V B-(III-B.COM-C)	Student Member	P. Jasmin Lena
Ms.Angelin M (III-BA-ENG)	Student Member	V. B. Balamurali
Ms.Anitha R (III-BBA)	Student Member	Angelin M.
		Anitha R.

J. Renganayaki.
CONVENER



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PREVENTION OF SEXUAL HARASSMENT COMMITTEE REPORT

Name of the institution	Prince Shri Venkateshwara Arts and Science College
Address	Venkateshwara Nagar, Gowrivakkam, Chennai - 600073
Name and Address of Affiliating University	University of Madras, Chepauk, Triplicane, Chennai, Tamil Nadu 600005
Contact Details of In-charge (Name, Address, Phone No., Email ID)	Dr.M.Uma Prince Shri Venkateshwara Arts & Science College principal@princescience.in
Number of surprise visit conducted by committee members	12(6 in Odd sem+6 in Even Sem)
Number of Harassment incidents reported	NIL
Action taken on reported harassment cases	NA



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