

**VEL TECH MULTI TECH DR RANGARAJAN DR SAKUNTHALA  
ENGINEERING COLLEGE, CHENNAI**

**SENSITIZATION, PREVENTION AND REDRESSAL OF SEXUAL  
HARASSMENT (SPARSH) COMMITTEE MEETING - I**

**CIRCULAR - I**

**DATE: 12/07/2019**

The SPARSH committee meeting is scheduled on 19/07/2019 at 03.00 PM at M/E 111.

**AGENDA**

Action taken for the points discussed in the previous meeting (Ref No: VTMT/MINUTES/EVEN/2018-2019/002) held on 22/01/2019 will be discussed.

**Points to be discussed:**

1. To discuss about the activities in the last year
2. To discuss about awareness on indirect sexual abuse to girl students
3. To discuss about the various safety methods to be adopted for ensuring safety to girls in the campus
4. To discuss about the various grievances faced by the girl students while commuting in public transport.

**CONVENER**

**Copy to**

1. To all Committee members

  
**CHAIRPERSON**

**VEL TECH MULTI TECH DR RANGARAJAN DR SAKUNTHALA  
ENGINEERING COLLEGE, CHENNAI**

**SENSITIZATION, PREVENTION AND REDRESSAL OF SEXUAL HARASSMENT  
(SPARSH)**

**Minutes of the Meeting**

**Ref No: VTMT/MINUTES/ODD/2019-2020/001**

**DATE: 19.07.19**

**TIME: 03.00 PM**

**VENUE: M/E 111.**

Action taken for the points discussed in the previous meeting (Ref No: VTMT /MINUTES /EVEN/2018-2019/ 002):

<b>SL.N O</b>	<b>POINTS DISCUSSED</b>	<b>ACTION TAKEN</b>
1	Chairperson, Dr.A.Kavitha explained about the various harassments faced by the women employee in their work place. She also added how to overcome such situations.	Individual student and parents are given regular advice
2	The girl students who are facing personal problems are motivated through counseling and their confident level should be increased to come forward to lodge complaint against any harassment if they face.	Motivational session is given to the students
3	Ms.M.Deepalakshmi – Student Member explained about the various harassments on girl children taking place. She also said that these problems are most of the time due to their close relatives.	Awareness is given to the students

The following points are discussed in the meeting:

SLNO	POINTS DISCUSSED	RESPONSIBILITY
1	To discuss about the activities in the last year	Committee members
2	To discuss about awareness on indirect sexual abuse to girl students	Committee members, Individual students and parents
3	To discuss about the various safety methods to be adopted for ensuring safety to girls in the campus	Committee members
4	To discuss about the various grievances faced by the girl students while commuting in public transport.	Committee members


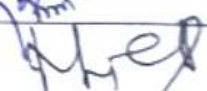





CONVENER

Copy to

1. Chairperson
2. Planning
3. All HoDs

  
CHAIRPERSON

**MEMBERS PRESENT**

Sl.No	NAME	DESIGNATION & DEPT	SIGNATURE
1	Dr.A.Kavitha	Chairperson	
2	Ms.P.Manjula	Convener	
3	Mrs.S.Pavithra	Member	
4	Mrs.Akila	Member	
5	Mrs.R.Subalakshmi	Member	
6	Ms.Aarthy M	Student Member	
7	Ms.Jerlin Bershiya	Student Member	Jerlin Bershiya
8	Ms.Bhavani S	Student Member	Bhavani
9	Ms.Gayathri S	Student Member	S.Gayathri?
10	Ms.Kaviya A	Student Member	
11	Ms.Aishwarya G.	Student Member	Aishwarya -

**VEL TECH MULTI TECH DR RANGARAJAN DR SAKUNTHALA  
ENGINEERING COLLEGE, CHENNAI**

**SENSITIZATION, PREVENTION AND REDRESSAL OF SEXUAL  
HARASSMENT (SPARSH) COMMITTEE MEETING - II**

**CIRCULAR - II**

**DATE: 18/12/2019**

The SPARSH committee meeting is scheduled on 08/01/2020 at 03.00 PM at M/E 111.

**AGENDA**

Action taken for the points discussed in the previous meeting (Ref No: VTMT/MINUTES/ODD/2019-2020/001) held on 19/07/2019 will be discussed.

**Points to be discussed:**

1. To discuss about the emotional balance and courage to face adverse situations
2. To motivate the less fortunate in the community who are in trouble
3. To discuss about the harassment on girl children.

CONVENER

  
CHAIRPERSON

Copy to

To all Committee members

**VEL TECH MULTI TECH DR RANGARAJAN DR SAKUNTHALA  
ENGINEERING COLLEGE, CHENNAI**

**SENSITIZATION, PREVENTION AND REDRESSAL OF SEXUAL HARASSMENT  
(SPARSH)**

**Minutes of the Meeting**

**Ref No: VTMT/MINUTES/EVEN/2019-2020/002**

**DATE: 08.01.2020**

**TIME: 03.00 PM**

**VENUE: M/E 111**

Action taken for the points discussed in the previous meeting (Ref No: VTMT /MINUTES /ODD/2019-2020/ 001):

SL.N O	POINTS DISCUSSED	ACTION TAKEN
1	To discuss about the activities in the last year	Recorded
2	To discuss about awareness on indirect sexual abuse to girl students	Awareness is given to the students
3	To discuss about the various safety methods to be adopted for ensuring safety to girls in the campus	Safety methods are explained
4	To discuss about the various grievances faced by the girl students while commuting in public transport.	Students are asked to use ladies compartment every time.

The following points are discussed in the meeting:

SL.NO	POINTS DISCUSSED	RESPONSIBILITY
1	To discuss about the mental emotional balance and courage to face adverse situations	Committee members
2	To motivate the less fortunate in the community who are in trouble	Committee members, Individual students and parents
3	To discuss about the harassment on girl children.	Committee members, Individual students and parents

CONVENER

  
CHAIRPERSON

Copy to

1. Chairperson
2. Planning
3. All HoDs

**MEMBERS PRESENT**

Sl.No	NAME	DESIGNATION & DEPT	SIGNATURE
1	Dr.A.Kavitha	Chairperson	d.2.2.2
2	Ms.P.Manjula	Convener	M. P.
3	Mrs.S.Pavithra	Member	
4	Mrs.Akila	Member	
5	Mrs.R.Subalakshmi	Member	R.
6	Ms.Aarthy M	Student Member	
7	Ms.Jerlin Bershiya	Student Member	Jerlin Bershiya.
8	Ms.Bhavani S	Student Member	Bhavani
9	Ms.Gayathri S	Student Member	S. Gayathri
10	Ms.Kaviya A	Student Member	Kaviya