

REF NO : VTMT / SPARSH / CIR / ODD / 2023 - 2024 / 001
Vel Tech Multi Tech Dr.Rangarajan Dr.Sakunthala Engineering College
(An Autonomous Institution)

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

CIRCULAR - I

DATE: 26.08.2023

The SPARSH committee meeting is scheduled on 29.08.2023 at 03.00 PM.

Venue: Alfred Nobel Seminar Hall (First Floor M/M102)

AGENDA

Action taken for the points discussed in the previous meeting (Ref No: VTMT/MINUTES/EVEN/2022-2023/002) will be discussed.

Points to be discussed:

1. To discuss about the activities of the last year
2. To discuss about awareness on indirect sexual abuse to the girl students admitted in the academic year, 2023-24
3. To discuss about the various safety methods to be adopted for ensuring safety in the campus to girls students admitted in the academic year, 2023-24
4. To discuss about the various grievances faced by the girl students while commuting in public transport.


COORDINATOR


PRINCIPAL

Copy to

1. To all Committee members

Vel Tech Multi Tech Dr.Rangarajan Dr.Sakunthala Engineering College
(An Autonomous Institution)

SENSITIZATION, PREVENTION AND REDRESSAL OF SEXUAL HARASSMENT
(SPARSH)

Minutes of the Meeting

Ref No: VTMT/MINUTES/ODD/2023-24/001

DATE: 29.08.2023

TIME: 03.00 PM

VENUE: Alfred Nobel Seminar Hall

Action taken for the points discussed in the previous meeting (Ref No: VTMT /MINUTES /EVEN/2022-2023/002):

SL.NO	POINTS DISCUSSED	ACTION TAKEN
1	To discuss about the mental emotional balance and courage to face adverse situations	Individual student and parents are given regular advice
2	To motivate the less fortunate in the community who are in trouble	Motivational session is given to the students
3	To discuss about the harassment on girl children.	Awareness is given to the students

The following points were discussed in the meeting:

SL.NO	POINTS DISCUSSED	RESPONSIBILITY
1	Discussed about the activities of the last year	Committee members
2	Creating awareness on indirect sexual abuse to the girl students admitted in the academic year, 2023-24 was discussed.	Committee members, Individual students and parents
3	Discussed about the various safety methods available for ensuring safety in the campus to girls students admitted in the academic year, 2023-24.	Committee members
4	The various grievances faced by the girl students while commuting in public transport was addressed	Committee members
5	Discussed about the mode of registration of online grievance mechanism and also the mode of closing the loop.	Committee members
6	Planned to organize an event for spreading awareness on PoSH Act for students in the month of Sep 2023.	Committee members


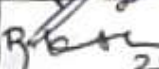
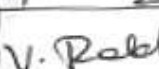
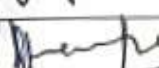
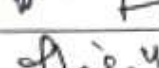
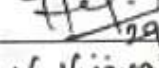
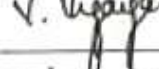
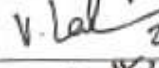
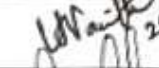

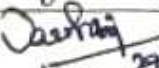

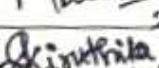
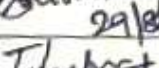
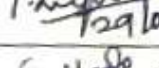

COORDINATOR


PRINCIPAL

Copy to

1. IQAC
2. Planning
3. All Department Heads

MEMBERS PRESENT

Sl.No	NAME	POSITION IN THE COMMITTEE	SIGNATURE
1	Dr.P.Sharmila	Coordinator & Member/ECE	 29/8/23
2	Dr.R.Kavitha	Faculty Member/S&H	 29/8/23
3	Mrs.V.Rekha	Faculty Member/S&H	 29/8/23
4	Mrs.P.Annapoorani	Faculty Member/EEE	 29/8/23
5	Mrs.U.Harshavardhini	Faculty Member/I.T	 29/8/23
6	Mrs.V.Vijayashanthi	Faculty Member/CSBS & AIDS	 29/8/23
7	Mrs.V.Lavanya	Faculty Member/CSE	 29/8/23
8	Ms.Vanitha.A	Faculty Member/BME	 29/8/23
9	Ms.S.Brindha	Student Counsellor	 29/8/23
10	Ms.E.Varshini /VM14082	Student Member/CSE	 29/8/23
11	Ms.Momethika.B/VM14384	Student Member/I.T	 29/8/23
12	Ms.Kiruthika.S /VM14287	Student Member/EEE	 29/8/23
13	Ms.T.Sri Pon Sankari/VM13960	Student Member/BME	 29/8/23
14	Ms.G.Swetha.P/VM14139	Student Member/CSBS	 29/8/23
15	Ms. B.Sneha Priya/VM14240	Student Member/ECE	 29/8/23

Vel Tech Multi Tech Dr.Rangarajan Dr.Sakunthala Engineering College
(An Autonomous Institution)

VTMT/SPARSH/CIR/2023-24/ODD/001

Date: 02.09.2023

CIRCULAR


The SPARSH committee of our college will be organizing an awareness programme on 07.09.2023 from 1:30 – 3:00 p.m.

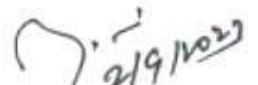
Event Name: Awareness programme on PoSH Act

Guest speaker: Ms.Aiswarya Janani.S, Clinical Psychologist, Apollo Speciality Hospitals, Chennai.

Venue: Lord Palani Murugar Hall of Fame


Coordinator


Academic Coordinator
02/09/2023


Principal

Copy to:

1. IQAC
2. All Department Heads
3. Event Coordinator
4. All Notice boards
5. Web Admin

BANNER



Vel Tech Multi Tech
Dr.Rangarajan Dr.Sakunthala Engineering College
An Autonomous Institution



INSTITUTION'S
INNOVATION
COUNCIL
History of Innovation activities

SENSITIZATION, PREVENTION AND REDRESSAL OF SEXUAL HARASSMENT (SPARSH)

Awareness Programme on

POSH Act

by

Ms.Aiswarya Janani S

Clinical Psychologist,
Apollo Speciality Hospitals
Chennai.



Date:

07/09/2023

Time:

1.30PM TO 3.00PM

Venue:

Lord Palani Murugan Hall of Fame

**Vel Tech Multi Tech Dr.Rangarajan Dr.Sakunthala Engineering College
(An Autonomous Institution)**

SENSITIZATION, PREVENTION AND REDRESSAL OF SEXUAL HARASSMENT (SPARSH)

One page report

Awareness Programme on PoSH Act

Date: 07.09.2023

Timing: 1:30 - 3:00p.m

Venue: Lord Palani Murugar Hall of Fame

Guest speaker: Ms.Aiswarya Janani S, Clinical Psychologist, Apollo Specialty Hospitals, Chennai

- Guest addressed the gathering with visaka guidelines
- The origin of PoSH act 2013 was explained. The POSH Act is a legislation enacted by the Government of India in 2013 to address the issue of sexual harassment faced by women in the workplace.
- The three major elements of the PoSH Act are prevention, prohibition, and redressal of sexual harassment at the workplace was discussed.
- Sexual abuse, Harassment and how to protect us from such happenings was guided
- Internal complaints committee (ICC) of SPARSH and the grievance redressal mechanism was explained.
- Scenario 1: sexual remarks or jokes. Scenario 2: implied or actual threats of being overlooked for work opportunities or promotion, if you say no to your boss's advances. Scenario 3: unwelcome touching, patting, or pinching by your boss, co-worker or customer was debated.
- Activities were carried out in the form of case studies.

Vel Tech Multi Tech Dr.Rangarajan Dr.Sakunthala Engineering College
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SENSITIZATION, PREVENTION AND REDRESSAL OF SEXUAL HARASSMENT (SPARSH)

Awareness Programme on PoSH Act

Date: 07.09.2023

Timing: 1:30 - 3:00p.m

Venue: Lord Palani Murugar Hall of Fame

Guest speaker: Ms.Aiswarya Janani S, Clinical Psychologist, Apollo Specialty Hospitals, Chennai

ATTENDANCE SHEET

S.NO	NAME OF THE ATTENDEE	YEAR/DEPT	SIGNATURE
1	Abinaya Sekhar / VM14149	III / ECE	Abinaya
2	Mohanasriya / VM14205	III / ECE	Mohanasriya
3	Lakshitha / VM14192	III / ECE	B. Lakshitha
4	Divya Dharsini / VM14169	III / ECE	L.R. Divya Dharsini
5	A. Afsreen Fathima / VM14152	III / ECE	A. Afsreen Fathima
6	Kavitha / VM14190	III / ECE	Kavitha
7	Anne fear Venita - V / VM14155	III / ECE	Anne fear Venita - V
8	D. Jayanthi / VM14186	III / ECE	D. Jayanthi
9	P. Sri Vishalini / VM14241	III / ECE	P. Sri Vishalini
10	N. Sivarajini / VM14239	III / ECE	N. Sivarajini
11	S. Shree Nidhi / VM14234	III / ECE	S. Shree Nidhi
12	V. Sandhiya / VM14226	III / ECE	V. Sandhiya

S.NO	NAME OF THE ATTENDEE	YEAR/DEPT	SIGNATURE
13	S. Anushya	III / BME	S. Anushya
14	Shreenidhi B	III / BME	Shreenidhi B
15	Gurupriya K	IV / CSE	Gurupriya K
16	Vidhya S	IV / CSE	Vidhya S
17	Vaibhavi S	IV / CSE	S. Vaibhavi
18	Shreepriya B	IV / CSE	B. Shreepriya
19	Boornika V	IV / AIDS	V. Boornika
20	Samritha S	IV / AIDS	S. Samritha
21	Nandhana V	IV / AIDS	V. Nandhana
22	Nalli R	IV / AIDS	R. Nalli
23	Abimanya S	IV / AIDS	S. Abimanya
24	Brindha B	IV / AIDS	B. Brindha
25	Yamini P	IV / AIDS	P. Yamini
26	Vanaja Tyer R	IV / AIDS	R. Vanaja Tyer
27	Subiksha M	IV / AIDS	M. Subiksha
28	Sonika S	IV / AIDS	S. Sonika
29	Deepika G	IV / AIDS	G. Deepika
30	R. Shirani	III / IT	R. Shirani
31	S. Malavika	III / IT	S. Malavika
32	K.A. Yavalakshmi	III / IT	K.A. Yavalakshmi
33	PRİYADHARSHANI	III / IT	PRİYADHARSHANI

S.NO	NAME OF THE ATTENDEE	YEAR/DEPT	SIGNATURE
34	G. S SNEHA LATHA	III / IT	G. S SNEHA
35	M. SHEVIKA	III / IT	M. SHEVIKA
36	SAKTHI SWETHA. A	IV / AIDS	SAKTHI SWETHA
37	THANUSHRI . S	IV / AIDS	THANUSHRI . S
38	Rogini . S	III / IT	Rogini . S
39	Yuvassri . S	III / IT	Yuvassri . S
40	Shreeba . L	III / IT	Shreeba . L
41	Shreeja . L	III / CSBS	Shreeja . L
42	Neha Dinesh	III / CSBS	Neha Dinesh
43	Divya Dharsini . K	III / CSBS	Divya Dharsini . K
44	Mahalakshmi . G	III / CSBS	G. Mahalakshmi
45	Monisha	III / CSBS	Monisha
46	Thiyanka	III / CSBS	Thiyanka
47	Legitha . B	IV / IT	Legitha . B
48	M. Swetha	IV / IT	M. Swetha
49	Anisha mohana . G	IV / IT	Anisha . G
50	Kaviya . S	IV / IT	Kaviya . S
51	Deepika . G	III / CSBS	G. Deepika
52	Saranya . R	IV / CSBS	Saranya . R
53	Nandhini	IV / CSBS	Nandhini
54	madhumitha	IV / CSBS	D. Madhu

S.NO	NAME OF THE ATTENDEE	YEAR/DEPT	SIGNATURE
55	Amitha S	IV / CS&BS	
56	Shrutika S	IV / BME	Ang
57	Kavya G	IV / BME	S. H
58	T. ARUNA	III / EEE	Lgo
59	S. MONIKHA	III / EEE	A
60	R. VIMALA	III / EEE	S. Monikha
61	V. PREETHI	III / EEE	R. V
62	K. MANSHA	III / EEE	V. Preethi
63	S. Yashaswini	III / CSE	K. Mansha
64	N. Vinodhini	III / CSE	S. Yashaswini
65	S. Sneha	III / CSE	Vinodhini
66	Varsha K	III / CSE	Sneha
67	S. Vijaya	III / CSE	Varsha
68	Priyadharshini P	III / CSE	S. Vijaya
69	L. Lara Jennifer	III / IT	Priyadharshini P
70	Sany Kumari T	VI / BME	L. Lara Jennifer
71	M. Ramya	VI / BME	Sany Kumari T
72	Nandhini S	IV / BME	M. Ramya
73	Kaushma R	IV / IT	Nandhini S
74	Jeevitha	IV / IT	Kaushma R
75	Sneetha V	IV / IT	Jeevitha
			Sneetha V

S.NO	NAME OF THE ATTENDEE	YEAR/DEPT	SIGNATURE
76	Priyadharsini . V	IV / IT	V. Priyadharsini
77	Nandhini . G	IV / IT	G. nand
78	Dhivya shree R J	IV / IT	R.J. Dhivya
79	DEVAKI . S	IV / IT	Devaki . S
80	DIVYADHARSHINI . R	IV / BME	D. P. R
81	SUJITHA . P. M	IV - BME	Sujitha . P. M
82	Kiruthika S	IV CSE	Kiruthika S
83	Yamuna T	IV CSE	Yamuna T
84	Shakthi Nivetha K K	IV CSE	Shakthi Nivetha K K
85	Reethiksha . S	IV CSE	Reethiksha . S
86	Judi Ashirvatham . M	IV CSE	Judi Ashirvatham . M
87	Koushika . B	III / CSE	Koushika . B
88	Shalini . G	III / CSE	Shalini . G
89	Abinaya . S	III / CSE	Abinaya . S
90	JAYASHREE . M	IV / IT	M. Jayashree
91	Subeksha . R	IV / IT	Subeksha . R
92	Monika . R	IV / IT	Monika . R
93	S. Pavithra	III / IT	S. Pavithra
94	preethi . V	III / CSE	preethi . V
95	Varshini . E	III / CSE	Varshini . E
96	Hestia Jessica Paul	III / CSE	Hestia Jessica Paul

S.NO	NAME OF THE ATTENDEE	YEAR/DEPT	SIGNATURE
97	S. BALASARANYA	IV / IT	<i>Balasanyas</i>
98	ASMAA AYYUB	IV / IT	<i>Asmaanyas...</i>
99	Meenakshi . G	IV / IT	<i>Meenakshi . G</i>
100	Ashika . D . I	IV / IT	<i>Ashika</i>
101	Madhumitha . K	III / ECE	<i>Madhumitha . K</i>
102	K. Syama	III / ECE	<i>K. Syama</i>
103	B. Sneha Priya	III / ECE	<i>B. Sneha</i>
104	V. LAVANYA	AP / CSE	<i>V. Lavanya</i>
105	Dr. P. SHARATHA	AP / ECE	<i>Dr. P. Sharatha</i>
106	J. Nithya Jeeva	AP / EEE	<i>Nithya</i>
107	G. Sahaana	AP / ECE	<i>G. Sahaana</i>
108	Harshavardhini . V	AP / IT	<i>Harshavardhini . V</i>
109	Brindha . S	BcyH	<i>S. Brindha</i>

REF NO: VTMT/SPARSH/CIR/ODD/2023-2024/002

Vel Tech Multi Tech Dr.Rangarajan Dr.Sakunthala Engineering College
(An Autonomous Institution)

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

CIRCULAR - II

DATE: 26.09.2023

The SPARSH committee meeting is scheduled on 27.09.2023 at 12.00 PM.

Venue: Alfred Nobel Seminar Hall (First Floor M/M102)

AGENDA

Action taken for the points discussed in the previous meeting (Ref No: VTMT/MINUTES/ODD/2023-2024/001) will be discussed.

Points to be discussed:

1. To discuss about awareness on indirect sexual abuse to the girl students
2. To discuss about the various safety methods available for ensuring safety in the campus to girls students
3. To discuss about the various grievances faced by the girl students while commuting in public transport and how to report the issues to Grievance redressal committee.


COORDINATOR


PRINCIPAL

Copy to

1. 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/ODD/2023-2024/002

DATE: 27.09.2023

TIME: 12.00 PM

VENUE: Alfred Nobel Seminar Hall

Action taken for the points discussed in the previous meeting (Ref No: VTMT /MINUTES /ODD/2023-2024/ 001):

SL.NO	POINTS DISCUSSED	ACTION TAKEN
1	Discussed about the activities of the last year	Recorded
2	Creating awareness on indirect sexual abuse to the girl students admitted in the academic year, 2023 -2024 was discussed	Awareness given to the students
3	Discussed about the various safety methods available for ensuring safety in the campus to girls students admitted in the academic year, 2023-24.	Safety methods are explained
4	The various grievances faced by the girl students while commuting in public transport was addressed	Students are asked to use ladies compartment every time.
5	Discussed about the mode of registration of online grievance mechanism and also the mode of closing the loop	Online grievance mechanism was explained
6	Planned to organize an event for spreading awareness on PoSH Act for students in the month of Sep 2023.	Event was organized on 07.09.2023

Points discussed in the meeting:

SL.NO	POINTS DISCUSSED	RESPONSIBILITY
1	Discussed about creating awareness on indirect sexual abuse to the girl students	Committee members
2	The various safety methods available for ensuring safety in the campus to girls students was discussed	Committee members and Individual students
3	Various grievances faced by the girl students while commuting in public transport was debated and how to report the issues to Grievance Redressal committee was explained	Committee members and Individual students
4	Discussed the mental emotional balance and courage to face adverse situations	Committee members
5	Discussed about the moral ethics and responsibilities of girl students in today's context and in the society	Committee members, Individual students and parents
6	Discussed how to attain work-life balance of the women in today's scenario	Committee members, Individual students and parents



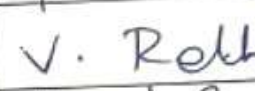

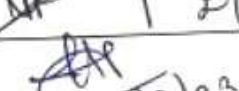
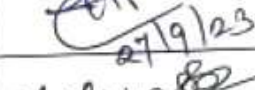


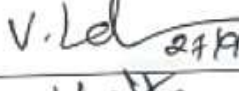
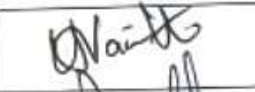

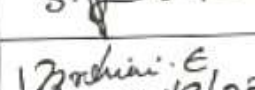
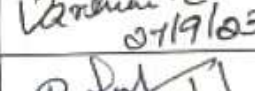

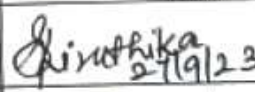

COORDINATOR


PRINCIPAL

Copy to

1. IQAC
2. Planning
3. All HoDs

MEMBERS PRESENT:

Sl.No	NAME	POSITION IN THE COMMITTEE	SIGNATURE
1	Dr.P.Sharmila	Coordinator & Member/ECE	 28/9/23
2	Dr.R.Kavitha	Faculty Member/S&H	 27/9/23
3	Mrs.V.Rekha	Faculty Member/S&H	 27/9/23
4	Mrs.P.Annapoorani	Faculty Member/EEE	 27/9/23
5	Mrs.U.Harshavardhini	Faculty Member/I.T	 27/9/23
6	Mrs.V.Vijayashanthi	Faculty Member/CSBS & AIDS	 27/9/23
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10	Ms.E.Varshini /VM14082	Student Member/CSE	 27/9/23
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12	Ms.Kiruthika.S /VM14287	Student Member/EEE	 27/9/23
13	Ms.T.Sri Pon Sankari/VM13960	Student Member/BME	 27/9/23
14	Ms.G.Swetha.P/VM14139	Student Member/CSBS	 27/9/23
15	Ms. B.Sneha Priya/VM14240	Student Member/ECE	 27/9/2023

REF NO: VTMT/SPARSH/CIR/ODD/2023-2024/003

Vel Tech Multi Tech Dr.Rangarajan Dr.Sakunthala Engineering College
(An Autonomous Institution)

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

CIRCULAR – III

DATE: 28.10.2023

The SPARSH committee meeting is scheduled on 28.10.2023 at 12.00 PM.

Venue: Alfred Nobel Seminar Hall (First Floor M/M102)

AGENDA

Action taken for the points discussed in the previous meeting (Ref No: VTMT/MINUTES/ODD/2023-2024/002) 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.
4. To discuss on the moral ethics and responsibilities of girl students in today's context and in the society.
5. To discuss on the work-life balance of the women in today's scenario.


COORDINATOR


PRINCIPAL

Copy to

1. 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/ODD/2023-24/003

DATE: 28.10.2023 TIME: 12:00 PM VENUE: Alfred Nobel Seminar Hall

Action taken for the points discussed in the previous meeting (Ref No: VTMT /MINUTES /ODD/2023-2024/ 002):

SL.NO	POINTS DISCUSSED	ACTION TAKEN
1	Discussed about creating awareness on indirect sexual abuse to the girl students	Awareness is given to the students
2	The various safety methods available for ensuring safety in the campus to girls students was discussed	Safety methods are explained
3	The various grievances faced by the girl students while commuting in public transport was discussed and how to report the issues to Grievance Redressal committee was explained.	Students are asked to use ladies compartment every time and the Grievance Redressal mechanism was explained
4	Discussed the mental emotional balance and courage to face adverse situations	Individual student was given regular advice
5	Discussed about the moral ethics and responsibilities of girl students in today's context and in the society and discussed how to attain work-life balance of the women in today's scenario	Motivated students with morals and values

The following points are discussed in the meeting:

SL.NO	POINTS DISCUSSED	RESPONSIBILITY
1	Discussed about the emotional balance and courage to face adverse situations	Committee members
2	Motivated the less fortunate in the community who are in trouble	Committee members, Individual students and parents
3	Discussed about the harassment on girl children.	Committee members, Individual students and parents
4	Discussed on the moral ethics and responsibilities of girl students in today's context and in the society.	Committee members, Individual students and parents
5	Reviewed the work-life balance of the women in today's scenario.	Committee members


COORDINATOR


PRINCIPAL

Copy to

1. IQAC
2. Planning
3. All HoDs

MEMBERS PRESENT:

Sl.No	NAME	POSITION IN THE COMMITTEE	SIGNATURE
1	Dr.P.Sharmila	Coordinator & Member/ECE	<i>[Signature]</i> 28/10/23
2	Dr.R.Kavitha	Faculty Member/S&H	<i>[Signature]</i> 28/10/23
3	Mrs.V.Rekha	Faculty Member/S&H	<i>[Signature]</i> 28/10/23
4	Mrs.P.Annapoorani	Faculty Member/EEE	<i>[Signature]</i> 28/10/23
5	Mrs.U.Harshavardhini	Faculty Member/I.T	<i>[Signature]</i> 28/10/23
6	Mrs.V.Vijayashanthi	Faculty Member/CSBS & AIDS	<i>[Signature]</i> 28/10/23
7	Mrs.V.Lavanya	Faculty Member/CSE	<i>[Signature]</i> 28/10/23
8	Ms.Vanitha.A	Faculty Member/BME	<i>[Signature]</i> 28/10/23
9	Ms.S.Brindha	Student Counsellor	<i>[Signature]</i> 28/10/23
10	Ms.E.Varshini /VM14082	Student Member/CSE	<i>[Signature]</i> 28/10/23
11	Ms.Momethika.B/VM14384	Student Member/I.T	<i>[Signature]</i> 28/10/23
12	Ms.Kiruthika.S /VM14287	Student Member/EEE	<i>[Signature]</i> 28/10/23
13	Ms.T.Sri Pon Sankari /VM13960	Student Member/BME	<i>[Signature]</i> 28/10/23
14	Ms.Swetha.P /VM14139	Student Member/CSBS	<i>[Signature]</i> 28/10/23
15	Ms. B.Sneha Priya/VM14240	Student Member/ECE	<i>[Signature]</i> 28/10/23