

**ST. JOSEPH'S
COLLEGE, MOOLAMATTOM**
ARAKULAM P.O- 685591, IDUKKI, KERALA



5.1.4

The Institution has a Transparent Mechanism for timely Redressal of Student Grievances including Sexual Harassment and Ragging Cases

Implementation of guidelines of statutory/regulatory bodies





Implementation of guidelines of statutory/regulatory bodies

CONTENT

SL No:	Name Of The Committees	Page No.
1	Grievance Redressal Committee	1-30
2	Anti-Ragging Committee	31-53
3	Internal Complaints Committee for the prevention of sexual Harassment at work place	54-68
4	Women Grievance Redressal Cell	69-95
5	SC/ST Monitoring Cell	96-121
6	OBC/ Minority Monitoring Cell	122- 143



ST. JOSEPH'S COLLEGE
M O O L A M A T T O M

ARAKULAM P.O- 685591
IDUKKI, KERALA
stjosephscollegemoolamattom.ac.in

GRIEVANCE REDRESSAL COMMITTEE

- **Constitution of cells**
- **Minutes**
- **Report**



ST. JOSEPH'S COLLEGE MOOLAMATTOM
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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution of Grievance Redressal Committee – Appointment of Faculty members – order issued

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Order No. GRC/1/2018

Arakulam

dtd. 18 July 2018
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CIRCULAR

Grievance Redressal Committee (GRC) is constituted in St. Joseph's College Moolamattom and has come into existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Ebey P Koshy
2. Mr. Roby Mathew
3. Dr. Sabukutty M G
4. Dr. Praveen Joseph
5. Mr. Prince J Mathew
6. Ms. Tisha Tomy
7. Dr. Sobitha Sebastian

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PRINCIPAL



PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



The meeting of the Grievance Redressal cell was convened on 25th July 2018 at 2:30 pm in the Seminar hall. The principal presided over the meeting.

Nature of Grievance : Issue regarding the girls toilet cleanliness.

The objectives of the cell were discussed - The cell would examine the issues and complaints raised by the student about issues regarding the girls toilet cleanliness. The committee has decided to notify the matter to principal.

⇒ It has been decided that to give awareness about grievance redressal cell during orientation program for 1st year students.

Action Grievance Received, decision taken.

The convener reported the receipt of grievance from first year students regarding the ST card issue. The matter was discussed in detail and decided to make necessary arrangements.

members present :

Dr. Praveen Joseph

Mr. Roby Mathew

Dr. Eby P. Koshy

Dr. Sabukutty M.S.

Mr. Prince J. Mathew

Ms. Tisha Tomy

Mrs. Daisy George (PTA executive)



The minutes of the meeting read and confirmed. The meeting ended at 3:00 pm with vote of thanks by the convener.



The second meeting of the Grievance Redressal cell was convened on 13/10/2019 at 3:30pm in the Seminar hall. The principal welcomed all the members. The principal Dr. George V. Thomas outlined the significance of the committee. The minutes of the first meeting was discussed.

Action Taken Report

The convenor and the principal reported the action taken on the decision of the previous meeting.

- ⇒ Issued ST cards for every 1st year students who were applied.

- ⇒ The committee has appointed a staff to clean the ladies toilet daily.

Grievance Received

The meeting discussed in detail the grievance from students regarding replacement of chairs in the canteen. The meeting decided to request the principal to replace chairs in the canteen.


Minutes

The minutes of the meeting were read and passed. The meeting ended at 4:00 pm.







members present:

Mr. Prince J. Mathew. 

Dr. Shobitha Sebastian, 

Mrs. Tisha Tony 

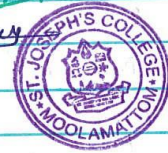
Dr. Praveen Joseph. 

Mr. Roby Mathew. 

Dr. Sabukutty M.G. 

Mr. Ebey P. Koshy. 

Mrs. Daisy George. 





Annual Report of Grievance Redressal cell 2018-19

The Grievance Redressal Cell of St. Joseph's college moolamattom operates with the primary objective of addressing concerns and complaints lodged by individuals associated with our college. The cell is dedicated to ensuring prompt, fair, and effective resolution of grievances brought to its attention.

During this period, the Grievance Redressal Cell received and addressed a variety of grievances across different departments and sectors within our college. The complaints were logged, analysed, and appropriate actions were taken for resolution.

As the impact of stringent measures adopted by various cells and departments in the college to prevent any kind of harassment no cases were reported during the academic year. Only three minor issues were reported and the grievance cell had resolved it in a short time. The institution maintained a peaceful and student friendly atmosphere throughout the academic year. Following points summaries grievance status for the academic year 2018-19.

Types of Grievances Handled:

- Complaint regarding the girls toilet cleanliness
- Complaint related to ST card
- Complaint related to replacement of chairs in the canteen

Statistical Data:

Total number of grievances received: 3

Resolved cases: 3

Pending cases: 0

Conclusion:

The Grievance Redressal Cell worked diligently to ensure a fair and timely resolution of complaints. Continuous efforts are being made to refine the process for better efficiency and improved stakeholder satisfaction. The committee has appointed a staff to clean the ladies toilet daily. Issued ST card and ensured the availability of adequate number of new chairs in the canteen. Suggestions for enhancing the efficiency and effectiveness of the grievance redressal mechanism.

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM

Date : 13/2/2019

Convenor





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ARAKULAM P.O. – 685 591, IDUKKI, KERALA

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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution of Grievance Redressal Committee – Appointment of Faculty members – order issued

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Order No. GRC/2/2019

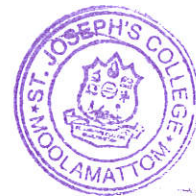
Arakulam

dtd. 25 June 2019
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CIRCULAR

Grievance Redressal Committee (GRC) is constituted in St. Joseph's College Moolamattom and has come into existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Ebey P Koshy
2. Mr. Roby Mathew
3. Dr. Sabukutty M G
4. Dr. Praveen Joseph
5. Dr. Sr. Sijo Francis
6. Ms. Tisha Tomy
7. Dr. Joseph George
8. Dr. Anju P Mathews



Principali

PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P.O.



34

Minutes of the meeting of the Grievance Redressal cell
held on 7 June 2019.

A meeting of the Grievance Redressal cell was
convened on 7 June 2019 at 3:30 pm in the
Seminar Hall.

members present:

Dr. Sabukutty M.G. *M.G.*

Dr. Eby P. Koshy *es*

Mr. Roby Mathad. *do*

Dr. Joseph George. *ge*

Dr. Praveen Joseph. *Praveen*

Ms. Tisha Tomya. *Tisha*

Mr. Sajon (PTA Executive) *Sajon*



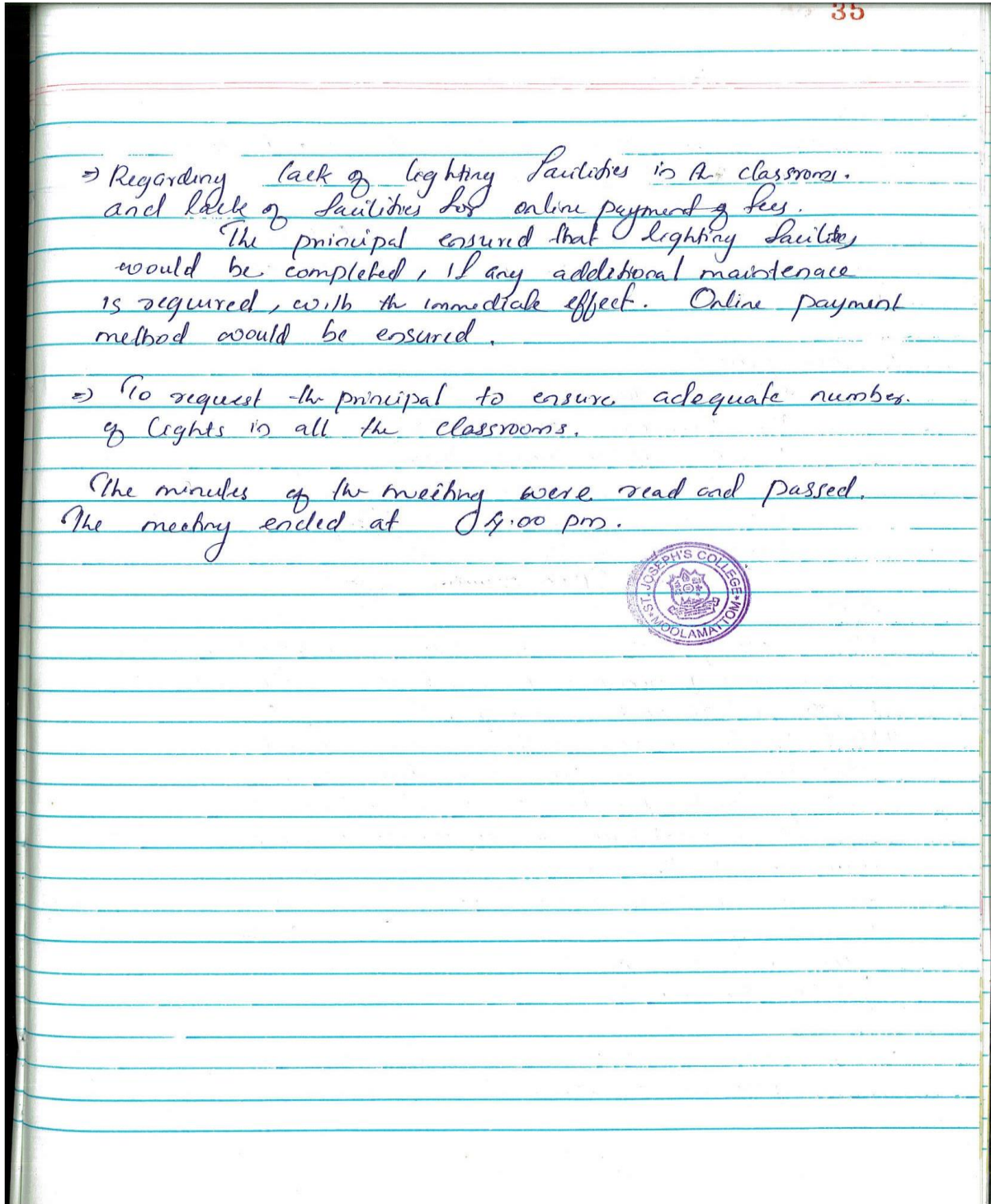
The meeting commenced with silent prayer. Following
a brief address by the principal, the meeting discussed the
agenda.

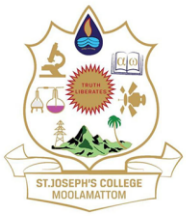
Action Taken Report

The convenor reported the action taken on the discussion
of the previous meeting. The committee verified the complaint
regarding replacement of chairs in the canteen. The management
ensured the availability of adequate ^{no. of} new chairs in the
Canteen.

Grievance Received

The meeting discussed the grievances in detail.






Minutes of the Grievance Redressal cell Meeting
held on 2 July 2019


A meeting of the Grievance Redressal cell
was held on 2 July 2019 in the chovara Hall
at 3:30 pm.

members present:

Dr. Sabukutty m's. 

Dr. Praveen Joseph. 

Dr. Anju P. Mathews. 

Dr. Sr. Sijo Francis. 

Ms. Goshu Tony 

Mr. Roby Mathew. 

Mr. Sajan (PTA executive) 



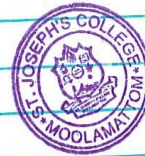
Action Taken

The meeting began with silent prayer. The principal in his introductory remarks mentioned about the need to ensure student satisfaction regarding facilities offered by the institution. The convenor reported the action taken at the previous meeting regarding lack of lighting facilities in the classrooms. The management ensured availability of adequate number of lights in all the classrooms. The management has almost completed the maintenance of electrical work; sufficient number of fans and lights have been installed. Any further requirements will be fulfilled when reported.

→ Management implemented online facilities for payment of fees.



The minutes of the meeting were read and passed
The meeting ended at 4:00 pm with vote of thanks.





Annual Report of Grievance Redressal cell 2019-20

The Grievance Redressal Cell of St. Joseph's college moolamattom operates with the primary objective of addressing concerns and complaints lodged by individuals associated with our college. The cell is dedicated to ensuring prompt, fair, and effective resolution of grievances brought to its attention.

During this period, the Grievance Redressal Cell received and addressed a variety of grievances across different departments and sectors within our college. The complaints were logged, analysed, and appropriate actions were taken for resolution.

As the impact of stringent measures adopted by various cells and departments in the college to prevent any kind of harassment no cases were reported during the academic year. Only two minor issues were reported and the grievance cell had resolved it in a short time. The institution maintained a peaceful and student friendly atmosphere throughout the academic year. Following data summaries grievance status for the academic year 2019-20

Types of Grievances Handled:

- Complaints related to lack of lighting facilities in the classroom.
- Regarding lack of facilities for online payment of fees.

Statistical Data:

Total number of grievances received: 2

Resolved cases: 2

Pending cases: 0

Conclusion:

The Grievance Redressal Cell worked diligently to ensure a fair and timely resolution of complaints. Continuous efforts are being made to refine the process for better efficiency and improved stakeholder satisfaction. Ensured the availability of adequate number of lights in all the classroom and Management implemented online facilities for payment of fees. Suggestions for enhancing the efficiency and effectiveness of the grievance redressal mechanism.

Date : 10/3/2020

PRINCIPAL
ST. JOSEPH'S COLLEGE,
MOOLAMATTOM, ARAKKULAM P.O.



Convenor



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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution of Grievance Redressal Committee – Appointment of Faculty members – order issued

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Order No. GRC/3/2020

Arakulam

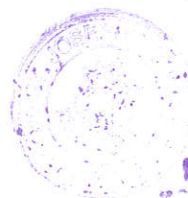
dtd. 26 June 2020
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CIRCULAR

Grievance Redressal Committee (GRC) is constituted in St. Joseph's College Moolamattom and has come into existence from the date of this order. Following are the members nominated in the Cell.

1. Mr. Roby Mathew
2. Dr. Sabukutty M G
3. Dr. Praveen Joseph
4. Dr. Anju P Mathews
5. Ms. Tisha Tomy
6. Dr. Sr. Sijo Francis
7. Mr. Aneesh N
8. Dr. Sobitha Sebastian
9. Mr. Jose James

PRINCIPAL



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ST. JOSEPH'S COLLEGE





Minutes of the meeting of the Grievance Redressal cell was held on, 8 July 2020.

A meeting of the Grievance Redressal cell was convened on 8 July 2020, at 3:30 pm through Google meet, due to COVID-19.

members present:


Dr. Sabukutty m. b. 

Dr. Anja p. mathews. 

Mr. Roby mathew 

Dr. praveen Joseph 

Jr. sijo. Francis 

Mr. korthalam Plasson (PTA exec) 



The meeting commenced with silent prayer. Following a brief address by the principal, the meeting discussed the agenda.

Grievance Received and decision taken.

The convenor reported the grievances regarding lack of proper internet facilities, lack of smart devices for online class and lack of online competitions during covid-19 period.



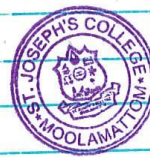
The meeting discussed the grievances in detail and following discussions were taken:

→ To request the principal and management to ensure availability of adequate number smart devices for online class.

To request the principal to conduct various online competitions

To request the principal and management to install free internet facilities to the campus.

The meeting ended at 4.00 pm, after the presentation and confirmation of the minutes.






Minutes of the meeting of the Grievance Redressal cell. was held on 10 September 2020.

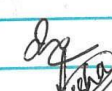
A meeting of the grievance redressal cell was held on 10 September 2020 at 3:00 pm. in the Seminar hall. The objectives of the cell were discussed. The cell would examine the issues and complaints raised by the students.

members present:

Dr. Sabulakutty M.G. 

Dr. Anja P. Mathews 


Dr. Sr. Sijo Francis 

Mr. Roby Mathew 

Ms. Goshia Tony 

Dr. Praveen Joseph 

Dr. Jose James 

Action Taken ^{Mr. Kothathan (PTA etc)} 



The convenor reported the action taken on the discussion of the previous meeting. The management ensured availability of adequate number of smart devices for online class, install internet facilities in the campus. The committee decided to conduct various online competitions.

Grievance Received and decision taken,

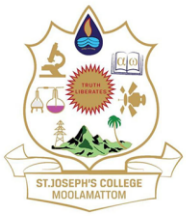
The convenor reported the receipt of grievances from students regarding repair blackboards, and ensure safety of students sitting on the verandah parapet.



To request the principal to repaint the blackboards.

The convener read out the minutes of the meeting and the ~~members~~ meeting ended at 3:30 pm with vote of thanks by the convener.





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Minutes of the meeting of the Grievance Redressal cell was held on 15 October 2020.

A meeting of the Grievance Redressal cell was held on 15th October 2020 at 3:30 pm in the Seminar hall. The objectives of the cell were discussed. The cell would examine the issues and the complaints raised by the students. The convenor welcomed all the members

members present:

Dr. Sabukutty M's

Dr. Shobitha Sebastian

Ms. Tisha Tony

Mr. Aneesh N

Dr. Praveen Joseph

Dr. Sr. Sijo Francis

Mr. Roby Mathew

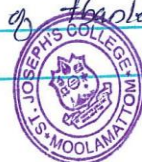
Mr. Kothalam Hassan (PTA exc.)

Action Taken Report

The principal reported the action taken at the previous meeting regarding repainting the blackboards. The management has ensured to repaint all the blackboards.

The convenor reported that issue regarding safety of students sitting on the verandah parapet; the necessary arrangements have been made to ensure safety of students sitting on the verandah parapet.

The minutes of the meeting were read and passed. The meeting ended at 3:30 pm with vote of thanks by the convenor.





Annual Report of Grievance Redressal cell 2020-21

The Grievance Redressal Cell of St. Joseph's college moolamattom operates with the primary objective of addressing concerns and complaints lodged by individuals associated with our college. The cell is dedicated to ensuring prompt, fair, and effective resolution of grievances brought to its attention.

As the impact of stringent measures adopted by various cells and departments in the college to prevent any kind of harassment no cases were reported during the academic year. Only five minor issues were reported and the grievance cell had resolved it in a short time. The institution maintained a peaceful and student friendly atmosphere throughout the academic year. Following points summaries grievance status for the academic year 2020-21

Types of Grievances Handled:

- Grievances regarding lack of proper internet facilities
- lack of smart devices for online class
- lack of online competitions during COVID -19 period.
- Regarding repaint blackboards
- Ensure safety of students sitting on the veranda parapet

Statistical Data:

Total number of grievances received: 5

Resolved cases: 5

Pending cases: 0

Conclusion:

The Grievance Redressal Cell worked diligently to ensure a fair and timely resolution of complaints. Continuous efforts are being made to refine the process for better efficiency and improved stakeholder satisfaction. The management ensured the availability of adequate number of smart devices for online class, install internet facilities in the campus and conducted various online competition during COVID - 19 period. Ensured to Repaint all the blackboards. Necessary arrangements have been made to ensure safety of students sitting on the veranda parapet.

Suggestions for enhancing the efficiency and effectiveness of the grievance redressal mechanism.

Date : 15/3/2021

Principal
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



Convenor



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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution of Grievance Redressal Committee – Appointment of Faculty members – order issued

=====
Order No. GRC/4/2021

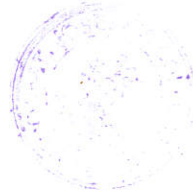
Arakulam

dtd. 1 June 2021
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CIRCULAR

Grievance Redressal Committee (GRC) is constituted in St. Joseph's College Moolamattom and has come into existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Sabukutty M G
2. Mr. Roby Mathew
3. Dr. Praveen Joseph
4. Ms. Tisha Tomy
5. Dr. Anju P Mathews
6. Dr. Sobitha Sebastian
7. Mr. Aneesh N
8. Dr. Sr. Sijo Francis



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PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P.O.



Minutes of the Grievance Redressal cell was held on 2 June 2021

A meeting of the Grievance Redressal cell convened on 2 June 2021 at 3:00 pm. in the Seminar hall. The principal presided over the meeting.

members present:

Dr. Sabukutty M.G.

Dr. Shobitha Sebastian.

Ms. Tisha Tomy

Mr. Anesh N

Dr. praveen Joseph.

Dr. Sr. Sejo Francis.

Mr. Roby Mathew.

The meeting commenced with silent prayer. ^{Mr. Korbala Hassan (PTA)} The meeting discussed the agenda.

Grievance received and decision taken.

The convenor reported that receipt of grievance from students regarding fixing wash basins in front of the college during COVID-19, painting of classrooms and facilities for online complaints.

The meeting discussed the grievances in detail, following decision to request the principal to ensure online facilities for complaint.

⇒ Decided to inform the ^{to the management about} management about painting the classrooms.

⇒ To fix wash basins in front of the college.

• request the principal to sort out the matter as soon as possible.





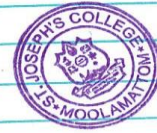
ST. JOSEPH'S COLLEGE

MOOLAMATTOM

ARAKULAM P.O- 685591
IDUKKI, KERALA
stjosephscollegemoolamattom.ac.in

The convenor read out the minutes of the meeting and approved.

The meeting ended at 3-30pm with vote of thanks by the Convenor.





Minutes of the meeting was held on, 7 June 2021

A meeting of the grievance redressed cell was held on 7 June 2021 at 3:30 pm in the chovara hall.

members present:

Dr. Sabukutty M.B.

Dr. Shobitha Sebastian,

Ms. Tisha Tomy

Mr. Anesh N.

Dr. Praveen Joseph,

Mr. Konthalam Hassan (PTA)

M.B.

Shobitha

Tisha

Anesh

Praveen



The meeting started with silent prayer. The principal welcomed the members. The meeting discussed the agenda.

Action Taken Report:

The convenor reported the action taken at the previous meeting.

⇒ Facilities have been implemented to register complaint online.

⇒ All the classrooms were painted and cleaned.

⇒ As per the decisions of the previous meeting,

The management ensured availability of adequate number of wash basins were installed in front of the campus.

The convenor read out the minutes of the meeting and approved.

The meeting ended at 7:00 pm with vote of thank by the convenor.







46


Minutes of the meeting of Grievance redressal cell.


A meeting of the grievance redressal cell was convened on 28 march 2022 at 2:30 pm in the principal's chamber.


members present

Dr. Sabukutty M.G. 

Dr. Praveen Joseph 

Dr. Shobila Sebastian 

Dr. Anju P. Mathews 

Mr. Konthabon Hassam (PTA) 



The student raised a complaint regarding the result of art clay competition. The meeting discussed the grievance in detail and the following decisions were taken. As per the complaint, it was decided to have a meeting with the judges.

Action taken Report:

The convener reported that, as per the complaint received regarding results of the competition, the meeting was held as judges and it was realized that there is no change in the result.

The meeting end at 3:00 pm.





Annual Report of Grievance Redressal cell 2021-22

The Grievance Redressal Cell of St. Joseph's college moolamattom operates with the primary objective of addressing concerns and complaints lodged by individuals associated with our college. The cell is dedicated to ensuring prompt, fair, and effective resolution of grievances brought to its attention.

As the impact of stringent measures adopted by various cells and departments in the college to prevent any kind of harassment no cases were reported during the academic year. Only four minor issues were reported and the grievance cell had resolved it in a short time. The institution maintained a peaceful and student friendly atmosphere through out the academic year. Following points summaries grievance status for the academic year 2021-22

Types of Grievances Handled:

- Grievance regarding fixing wash basins in front of the college during COVID -19
- Painting of classrooms
- Facilities for online complaints.
- Complaint regarding the result of arts day competition

Statistical Data:

Total number of grievances received: 4

Resolved cases: 4

Pending cases: 0

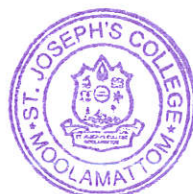
Conclusion:

The Grievance Redressal Cell worked diligently to ensure a fair and timely resolution of complaints. Continuous efforts are being made to refine the process for better efficiency and improved stakeholder satisfaction. Facilities have been implemented to register complaint online. All the class rooms were painted and cleaned. Ensured availability of adequate number of wash basins were installed in front of the campus. The meeting was held as judges and it was realized that there is no change in the result.

Suggestions for enhancing the efficiency and effectiveness of the grievance redressal mechanism.

Date :28/3/2022

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM ARAKKULAM M.P.



Convenor



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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution of Grievance Redressal Committee – Appointment of Faculty members – order issued

=====
Order No. GRC/5/2022

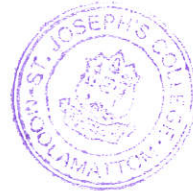
Arakulam

dtd. 12 June 2022
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CIRCULAR

Grievance Redressal Committee (GRC) is constituted in St. Joseph's College Moolamattom and has come into existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Sabukutty M G
2. Mr. Roby Mathew
3. Dr. Sr. Sijo Francis
4. Rev. Fr. Tison Thomas Kocheril CMI, Bursar
5. Dr. Rev. Fr Jomon K Sebastian
6. Dr. Alex E R
7. Dr. Subin Thomas



Mason
PRINCIPAL






PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



Minutes of the meeting of grievance redressal cell

A meeting of the grievance redressal cell for the academic year was convened on 6 June 2022 at 3:30 pm in the principal's chamber. The principal presided over the meeting.

members present:

Dr. Sabukutty m.b. 
Rev. Fr. Pison Thomas Kocheril cm
Mr. Rohy mathew 
Dr. Sr. Sijo Francis 
Mr. Alex Abraham (PTA president) 
Dr. subig Thomas. 



Nature of the grievance: Regarding parking facilities for students.

The convenor reported the receipt of grievance from students regarding parking facilities for students. The meeting discussed in detail the grievance and conduct an enquiry into the matter.

=> It was decided to inform the management regarding the grievance as addressed by the students.

=> A report on the decisions taken thereon shall be submitted to the principal within a short period of days from the date of receipt of the complaint.

The meeting ended at 4:00 pm.





48

Minutes of the grievance redressal cell was held on 10 June 2022.

Action Taken report: A meeting of the Grievance redressal cell was held on 10 June 2022 at 3:30 pm in the principal's chamber. The convener reported the action taken on the decision of the previous meeting. The pre-necessary arrangements have been made to ensure parking facility for students.

Grievance received

The meeting discussed the grievance received from the students regarding lack of theatre facility in school. It was decided to make necessary arrangements without delay.

The minutes were read out and the meeting ended at 4:00 pm.

members present:

Dr. Rev. Fr. Jomon K. Sebastian Kottarathil cmr

Dr. Sabu kuttty M:G

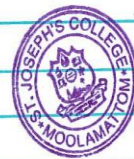
Dr. subin Thomas

Dr. Alex ER

Mr. Roby mathew

Mr. Alex Abraham (PTA) president

[Signature]





Minutes of the Grievance Redressal cell meeting

A meeting of grievance redressal cell was held on 20 July 2022. at 4:00 pm in the Seminar hall

members present:

Dr. Rev. Fr Tomon K. Sebastian Kottayathil CMI

Dr. Subin Thomas

Mr. Roby Mathew.

Dr. Alex E.R.

Dr. Sr. Sijo Francis.

Shub



The meeting started at 4:00 pm with silent prayer. The principal welcomed the members and reported the receipt of a grievance from students regarding lack of theatre facility. The meeting discussed the agenda.

Action Taken: The principal reported the action taken at the previous meeting regarding lack of theatre facility. It was decided to build a theatre in the college, as per the demand of the children.

Minutes of the meeting were read out and approved. The meeting ended at 4:30 pm with vote of thanks by the convenor.





Annual Report of Grievance Redressal cell 2022-23

The Grievance Redressal Cell of St. Joseph's college moolamattom operates with the primary objective of addressing concerns and complaints lodged by individuals associated with our college. The cell is dedicated to ensuring prompt, fair, and effective resolution of grievances brought to its attention.

As the impact of stringent measures adopted by various cells and departments in the college to prevent any kind of harassment no cases were reported during the academic year. Only two minor issues were reported and the grievance cell had resolved it in a short time. The institution maintained a peaceful and student friendly atmosphere through out the academic year. Following points summaries grievance status for the academic year 2022-23

Types of Grievances Handled:

- Complaints related to parking facilities for students
- Lack of theatre facility in college

Statistical Data:

Total number of grievances received: 2

Resolved cases: 2

Pending cases: 0

Conclusion:

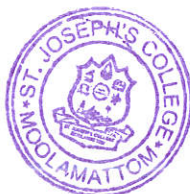
The Grievance Redressal Cell worked diligently to ensure a fair and timely resolution of complaints. Continuous efforts are being made to refine the process for better efficiency and improved stakeholder satisfaction. Necessary arrangements have been made to ensure parking facilities for students. Build a theatre in the college as per the demand of the students.

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM

M. G. M.

Date : 14/3/2023

[Signature]
Convenor





ANTI -RAGGING CELL

- **Constitution Of The Cells**
- **Minutes**
- **Annual Report**



ST. JOSEPH'S COLLEGE MOOLAMATTOM
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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:-ANTI-RAGGING CELL – Appointment of Faculty members – order issued

Order No. ANTR/1/2018

Arakulam

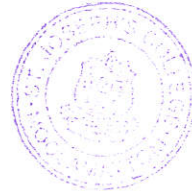
dtd.5August2018

CIRCULAR

ANTI-RAGGING CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Dr. Sabukutty M.G
2. Dr. Sr. Sijo Francis
3. Dr. Praveen Joseph
4. Dr. Sobitha Sebastian
5. Mr. Roby Mathew



[Handwritten signature]

PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



Minutes of Anti-Ragging Cell - 2018-19

A meeting of the Anti-ragging cell was held on 17th August 2018 at 2:30 pm in the Seminar hall

members present:

Dr. Sabukutty M.S. *M.S.*

Dr. Sr. Sijo Francis *Sijo*

Dr. Praveen Joseph *Praveen*

Dr. Shobitha Sebastian *Shobitha*

Mr. Poby Mathew *Poby*



The meeting was presided by principal. It began with silent prayer. The convenor welcomed the members. In his presidential address the principal gave an overview of the responsibility of the cell.

The meeting discussed in detail the agenda following decisions regarding curbing of ragging, it was decided to take the following measures

- ⇒ Display anti-ragging posters on the general and department notice boards, and other important points.
- ⇒ Organise an awareness programme
- ⇒ Direct Department to be vigilant to prevent any attempt of ragging.
- ⇒ Warn Senior Students regarding the consequences, if any kind of ragging is reported.

The meeting ended at 3:00 pm, with vote of thanks by convenor.



Action Taken report:

As per the decision of the meeting held on 11th August 2018 on orientation law awareness programme conducted to the 1st year students on 30/8/2018 in the college auditorium. During the program students were instructed to submit the affidavits and the guidelines for the same was given.


Anti-ragging posters were displayed on the notice boards of the college, Departments and other important places.






3

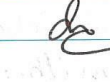
A meeting of Anti-ragging cell was held on, 6th February 2019 in the college conference hall. The following members attended the meeting.

Dr. Sabukutty m.G. 

Dr. Sr. Sijo Francis. 

Dr. Praveen Joseph. 

Dr. Shobitha Sebastian. 

Mr. Roby Mathew. 

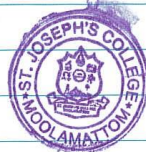


Agenda: Evaluation (Feedback) of Anti ragging cell

A meeting of the Anti-ragging cell was held on 6th February 2019 at 3:30 pm in the Seminar Hall. The committee has overviewed and evaluated the decision of previous meeting.

No complaint regarding ragging was reported to the Anti-ragging committee during the academic year 2018-19.

Action Taken: As per the decision of the meeting, conducted an awareness class. It helps to create awareness about ragging & ensure a student friendly environment at all times.





ANTI-RAGGING CELL ANNUAL REPORT 2018-2019

On August 30, a programme of orientation for first-year students was held. Dr. Sabukutty M G, Assistant Professor in the Department of Mathematics at St. Joseph's College Moolamattom, gave an enlightening speech on ragging awareness and informed the newly admitted students about the activities of the college's anti-ragging cell.

At the time of admission, the students were required to sign an affidavit promising not to engage in any form of ragging on campus. The parent's signature was also acquired on the declaration that their child will not participate in ragging.

Gave a legal awareness class to second-year UG and PG students and third-year UG students on July 21, 2018, from 11 a.m. to 12 p.m. in the College Auditorium. This was done to prevent ragging on campus when the first year arrived. The students were made aware of the consequences of ragging and the punishments associated with ragging. The anti-ragging cell convenor and members are always vigilant on campus monitoring students and ensuring that the college is a ragging-free zone.

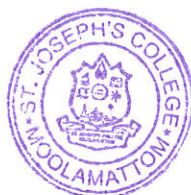
St. Joseph's college campus is ragging-free, but all these precautions have been taken to ensure that freshers can pursue their studies without being bothered by seniors. As in the previous academic year, St Joseph's College Moolamattom, did not experience any ragging inside and outside the college. All of this would not have been possible without the enthusiastic support of students and teachers.

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O

[Handwritten signature in green ink]

Date :26/03/2019

[Handwritten signature in blue ink]
Convenor





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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM
Sub:-ANTI-RAGGING CELL – Appointment of Faculty members – order issued

=====
Order No. ANTR/2/2019

Arakulam

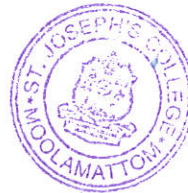
dtd. 12 July 2019
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CIRCULAR

ANTI-RAGGING CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Dr. Sabukutty M.G
2. Dr. Sr. Sijo Francis
3. Dr. Praveen Joseph
4. Dr. Sobitha Sebastian
5. Mr. Roby Mathew
6. Dr. Joseph George



S. J. S.

PRINCIPAL



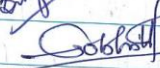



PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM ARAKULAM



Minutes of Anti-Ragging cell 2019-20.

A meeting of the anti-ragging cell was held on 25th July 2019 in the seminar hall.

The following members were present:

Dr. Sabukatty M.G. 
Dr. Sr. Sejo Francis 
Dr. Shobitha Sebastian 
Mr. Roby Mathew 
Dr. Preveen Joseph 
Dr. Joseph George 



The meeting commenced at 3:00 pm with silent prayer. The convenor welcomed the members. Based on the discussions regarding means of spreading awareness among the students regarding ragging related issues,

- Display anti ragging posters on the general and department notice boards.
- Organise an awareness programme for the 1st year students about the anti ragging prohibition act.

The meeting ended at 3:30 pm with vote of thanks.





Minute of the anti-ragging cell was held on 3rd march 2020.

A meeting of the anti-ragging cell was held on 3rd march 2020 in the pre-seminar hall.

The following members were present:

Dr. Sabukutty M.G. *M.G.*

Dr. Sr. Sejo Francis *Sejo*

Dr. Shobitha Sebastian *Shobitha*

Dr. Praveen Joseph *Praveen*

Dr. Joseph George *Joseph*



The meeting started with silent prayer. The meeting discussed the agenda.

Action taken report

As per the decision of the previous meeting of the Anti-ragging committee. Anti ragging posters were displayed on the notice boards of the college, Department and other important places.

An awareness program regarding anti ragging prohibitive act was conducted for the 1st year students. During the program student were instructed to submit the affidavit and the guidance for the same was given.

No complaint regarding ragging was reported to the Anti-ragging committee during the academic year 2019-2020.





ANNUAL REPORT OF ANTI- RAGGING CELL 2019-20

On August 2, a programme of orientation for first-year students was held. Dr.Sabukutty M G, Assistant Professor in the Department of Mathematics at St. Joseph's College Moolmattom, gave an enlightening speech on ragging awareness and informed the newly admitted students about the activities of the college's anti-ragging cell.

- At the time of admission, the students were required to sign an affidavit promising not to engage in any form of ragging on campus. The parent's signature was also acquired on the declaration that their child will not participate in ragging.
- Gave a legal awareness class to second-year UG and PG students and third-year UG students on July 10, 2019, from 10.30 a.m. to 11.30 a.m. in the College Auditorium. This was done to prevent ragging on campus when the first year arrived. The students were made aware of the consequences of ragging and the punishments associated with ragging.
- The anti-ragging cell convenor and members are always vigilant on campus, monitoring students and ensuring that the college is a ragging-free zone.
- St. Joseph's college campus is ragging-free, but all these precautions have been taken to ensure that freshers can pursue their studies without being bothered by seniors. As in the previous academic year, St Joseph's College Moolamattom, did not experience any ragging inside and outside the college. All of this would not have been possible without the enthusiastic support of students and teachers.

Date: 27/3/2020

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.


Convenor







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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:-ANTI-RAGGING CELL – Appointment of Faculty members – order issued

Order No. ANTR/3/2020

Arakulam

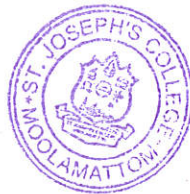
dtd. 5 October 2020

CIRCULAR

ANTI-RAGGING CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Dr. Sabukutty M.G
2. Dr. Sr. Sijo Francis
3. Dr. Praveen Joseph
4. Dr. Shobitha Sebastian
5. Mr .Roby Mathew



[Handwritten Signature]
PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM. ARAKKULAM P. O



Minutes of the Anti-Ragging cell 2020-21.

A meeting of the Anti-Ragging cell was conducted on 4th October 2020 at 4:00 pm through ^{COVID-19} Google meet. It was presided over by principal. The principal spoke about the significance of the Anti-Ragging cell in his introductory speech. After deliberations, the committee took the following decisions to create awareness about anti ragging.

- Create awareness about the evils of ragging and that ragging is punishable by putting up posters on all department notice boards.
- Conduct classes on Anti-Ragging regarding anti-ragging prohibition Act.
- To ensure that students are aware of the consequences of ragging as published in the college handbook.

The following members were present:

Dr. Subukutty M.S. *Maria*

Dr. Sr. Sijo Francis *Sijo*

Mr. Roby Mathew. *Roby*

Dr. Shobirka Sebastian. *Shobirka*

Dr. Praveen Joseph. *Praveen*



The meeting ended at 4:30 pm, with vote of thanks by the convenor.



Minutes of the anti-ragging cell was held on
18th February 2021

The meeting of the anti-ragging cell was held
on 18th February 2021 at 4:00 pm in the Seminar hall
The committee overviewed the action taken for the smooth
functioning of anti-ragging cell

Action taken report - As per the decision of the
meeting convenor reported that no complaints reported
to the cell during the academic year 2020-21

Anti-ragging posters were displayed on the notice boards
of the college, department and other important places
An awareness programme regarding anti-ragging
prohibition act was conducted for the first year students.

During the program students were instructed to submit
the affidavit.

The following members were present.

Dr. Sabukutty M.G.

Dr. Sr. Srip Francis

Dr. S hobitha Sebastian

Dr. Praveen Joseph

Mr. Roby Mathew



The meeting ended at 4:30 pm with vote of thank by the
convenor.




ANNUAL REPORT OF ANTI-RAGGING CELL 2020-21

On September 25, a programme of orientation for first-year students was held. Dr. Sabukutty M G, Assistant Professor in the Department of Mathematics at St. Joseph's College Moolamattom, gave an enlightening speech on ragging awareness and informed the newly admitted students about the activities of the college's anti-ragging cell.

- At the time of admission, the students were required to sign an affidavit promising not to engage in any form of ragging on campus. The parent's signature was also acquired on the declaration that their child will not participate in ragging.
- Gave a legal awareness class to second-year UG and PG students and third-year UG students on August 10, 2020, from 2.00p.m to 3p.m through Google meet due to COVID-19 period. This was done to prevent ragging on campus when the first year arrived. The students were made aware of the consequences of ragging and the punishments associated with ragging.
- The anti-ragging cell convenor and members are always vigilant on campus, monitoring students and ensuring that the college is a ragging-free zone.
- St. Joseph's college campus is ragging-free, but all these precautions have been taken to ensure that freshers can pursue their studies without being bothered by seniors. As in the previous academic year, St Joseph's College Moolamattom, did not experience any ragging inside and outside the college. All of this would not have been possible without the enthusiastic support of students and teachers.

Date: 29/03/2021


Convenor

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM






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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:-ANTI-RAGGING CELL – Appointment of Faculty members – order issued

Order No. ANTR/4/2021

Arakulam

dtd: 25 July 2021

CIRCULAR

ANTI-RAGGING CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Dr. Sabukutty M.G
2. Dr. Rev. Fr. Jomon K Sebastian CMI
3. Dr. Praveen Joseph
4. Dr. SubinThomas
5. Dr. Shintu Dennis



Mason
PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM



Minutes of Anti-Ragging Cell - 2021-22

A meeting of the anti ragging cell of St Joseph's college Moolamattom for the academic year 2021-22 was held on 2nd August 2021 in the college conference hall. The following members of the anti-ragging cell attended the meeting.

1. Dr. Sabubekthy M.G. - *perney*
2. Rev. Dr. Simon Sebastian Kottathil cross (Buss)
3. Dr. Pavan Joseph
4. Dr. Sabu Thomas

During the meeting it was decided to give orientation to 1st year students about ragging prevention Act and the about the activities of the anti ragging cell of our college. It was decided to ask all the UG and PG students to submit an online affidavit regarding prevention of ragging.

Dr. Sabubekthy M.G. - *Mason*
 Rev. Dr. Simon Sebastian - *Shub*
 Dr. Pavan Joseph - *Pavan*
 Dr. Sabu Thomas - *Sabu*






4


Action Taken -:

AS per the decision of the meeting held on 3rd August 2023, an orientation/awareness program for all arranged for the 1st year students soon after their admission. The program was held in online mode. Awareness was created among students about the @ Ragging prevention act and about the anti Ragging cell of our college. All the students in the college had submitted the affidavit as decided in the meeting.

Dr. Praveen Jayal

[Signature]





After receiving an order from the principal of St. Joseph's College Moolamattom, the anti ragging cell held a meeting and decided to conduct an enquiry regarding the complaint received by the principal from Mr. George K.V., P.O. Manal medu, I in Bk. English. During the meeting, the following cell members attended

- | | |
|-----------------------|----------------|
| 1. Dr. Praveen Joseph | <i>Praveen</i> |
| 2. Dr. Simon Abraham | <i>Simon</i> |
| 3. Dr. Subin Thomas | <i>Subin</i> |
| 4. Dr. Shweta Dennis | <i>Shweta</i> |

Action Taken:

The cell has conducted a detailed enquiry about the complaint and a report has been submitted to the principal.

Dr. Praveen Joseph

Praveen





ANNUAL REPORT OF ANTI- RAGGING CELL 2021-22

On August 12, a programme of orientation for first-year students was held. Dr. Praveen Joseph, Assistant Professor in the Department of Physics at St. Joseph's College Moolamattom, gave an enlightening speech on ragging awareness and informed the newly admitted students about the activities of the college's anti-ragging cell.

- At the time of admission, the students were required to sign an affidavit promising not to engage in any form of ragging on campus. The parent's signature was also acquired on the declaration that their child will not participate in ragging.
- Gave a legal awareness class to second-year UG and PG students and third-year UG students This was done to prevent ragging on campus when the first year arrived. The students were made aware of the consequences of ragging and the punishments associated with ragging.
- The anti-ragging cell convenor and members are always vigilant on campus, monitoring students and ensuring that the college is a ragging-free zone.
- St. Joseph's college campus is ragging-free, but all these precautions have been taken to ensure that freshers can pursue their studies without being bothered by seniors. As in the previous academic year, St Joseph's College Moolamattom, did not experience any ragging inside and outside the college. All of this would not have been possible without the enthusiastic support of students and teachers.

Date: 29/3/2022

Convenor

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O





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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:-ANTI-RAGGING CELL – Appointment of Faculty members – order issued

Order No. ANTR/5/2022

Arakulam

dtd: 3 June 2022

CIRCULAR

ANTI-RAGGING CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Dr. Sabukutty MG
2. Dr. Rev. Fr. Jomon K Sebastian CMI
3. Dr. Praveen Joseph
4. Dr. Subin Thomas
5. Dr. Shintu Dennis



Mam
PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P.O.



6

Minutes of Anti Ragging Cell - 2022-23

A meeting of the anti ragging cell of St. Joseph's college Moolamattom for the academic year 2022-23 was held in the college conference hall on 9th June 2022. During the meeting it was decided to conduct an awareness program for the 1st year students about the anti ragging prohibition act. And decided to instruct all UG and PG students of the college to submit an Anti-ragging affidavit online on the portal www.anti-ragging.in.

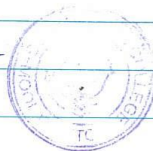
- Dr. Sabudakutty, M.G (Principal)
- Dr. Simon Sebastian CM (Bursar)
- Dr. Praveen Joseph
- Dr. Subin Thomas
- Dr. Shinta Dennis



Action Taken:

An awareness program was conducted soon after the 1st year admission. Anti Ragging helpline number is 1800-180-5522. is communicated to the students. Students were instructed to submit the affidavit, and that had been monitored by the anti ragging cell.

Dr. Praveen Joseph






7

Auto Registry Cell held a meeting on 6/2/2023 after receiving the order from principal to conduct an enquiry about the complaint received by the principal from Ms. Georda Johns, I Room Cross on 3/2/2023.

The committee decided to conduct a heavy and detailed enquiry on the matter and to submit the report to the principal. The following members attended the meeting.


1. Dr. Praveen Joseph *Dr. Praveen Joseph*
2. Dr. Tomson Sebastian *Dr. Tomson Sebastian*
3. Dr. Sabu Thomas *Dr. Sabu Thomas*
4. Dr. Shinta Dennis *Dr. Shinta Dennis*



Action Taken

Detailed enquiry has been conducted and the report has been submitted to the principal.

Dr. Praveen Joseph
Dr. Praveen Joseph





ANNUAL REPORT OF ANTI-RAGGING CELL 2022-23

On September 2, a programme of orientation for first-year students was held. Dr. Praveen Joseph, Assistant Professor in the Department of Physics at St. Joseph's College, Moolamattom, gave an enlightening speech on ragging awareness and informed the newly admitted students about the activities of the college's anti-ragging cell.

- At the time of admission, the students were required to sign an affidavit promising not to engage in any form of ragging on campus. The parent's signature was also acquired on the declaration that their child will not participate in ragging.
- Gave a legal awareness class to second-year UG and PG students and third-year UG students This was done to prevent ragging on campus when the first year arrived. The students were made aware of the consequences of ragging and the punishments associated with ragging.
- The anti-ragging cell convenor and members are always vigilant on campus, monitoring students and ensuring that the college is a ragging-free zone.
- St. Joseph's college campus is ragging-free, but all these precautions have been taken to ensure that freshers can pursue their studies without being bothered by seniors. As in the previous academic year, St Joseph's College Moolamattom, did not experience any ragging inside and outside the college. All of this would not have been possible without the enthusiastic support of students and teachers.

Date: 30/3/2023

Convenor

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.





INTERNAL COMPLAINTS COMMITTEE FOR THE PREVENTION OF SEXUAL HARASSMENT OF WOMEN AT WORKPLACE

- CONSTITUTION OF THE CELL
- MINUTES



ST. JOSEPH'S COLLEGE MOOLAMATTOM

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Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:– Internal complaint committee for the prevention of sexual harassment of women at workplace- Appointment of Faculty members – order issued

=====

Order No. PSH/1/2018

Arakulam

dtd : 2 /10/18

=====

CIRCULAR

INTERNAL COMPLAINT COMMITTEE FOR THE PREVENTION OF SEXUAL HARASSMENT OF WOMEN AT WORKPLACE is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Ms. Sunitha Mathew
2. Ms. Droupathi Devi
3. Dr. Joseph Geoege
4. Ms. Roopa Jose



[Handwritten Signature]
PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



No. 4
05/10/2018

2018-2019

A meeting of the Internal Complaint Committee to prevent Sexual Harassment of women at workplace was held on Oct 5, 2018 at 1.00 pm in the Seminar Hall.

After the prayer, the meeting discussed on the importance of conducting an ^{infor}informative session for the women students of the college.

It was decided to invite Dr. Agnes Mathew, HOD, Dept. of Gynaecology, Al-Alzhar College, Thodupuzha to engage a session on Nov 7, 2018 on the topic 'Sexuality and Self-Improvement.'

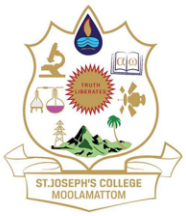
The meeting concluded at 1.30 pm.

Ms.
Sunitha Mathew
Presiding officer

The following members were present

1. Ms. Sunitha Mathew, Asst Prof in English Ms.
2. Ms. Droupathi Devi C. G., Librarian Droupal.
3. Dr. Joseph George, Asst. Prof in Law Joe
4. Ms. Roopa Jose, Asst. Prof in English Rj

Ms.
PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P.O.



Action Taken

- 1) An informative session on gender sensitization was conducted for the women students of the college.
- 2) The women cell conducted various programs in order to create awareness among the students regarding sexual safety and sexual harassment.



Sunitha Mathew



ST. JOSEPH'S COLLEGE MOOLAMATTOM

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Mobile: 7510312043,

E-mail: sjcmoolamattom@gmail.com

Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

sub:– Internal complaint committee for the prevention of sexual harassment of women at workplace- Appointment of Faculty members – order issued

Order No. PSH /2/2019

Arakulam

dtd. 10 June 2019

CIRCULAR

INTERNAL COMPLAINT COMMITTEE FOR THE PREVENTION OF SEXUAL HARASSMENT OF WOMEN AT WORKPLACE is

constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Ms. Sunitha Mathew
2. Ms. Droupathi Devi
3. Dr. Joseph George
4. Ms. Roopa Jose



PRINCIPAL

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ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P.O.



13

2.5

2019-20

6/2019

A meeting of the Internal complaint committee for the prevention of Sexual Harassment of Women at Workplace was held on 19th June 2019 at 3.30 p.m. in the conference hall.

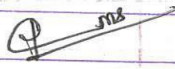
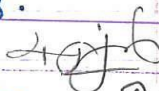

At the outset, presiding officer Sunitha Mathew welcomed all the participants of the meeting. The committee noted that no complaint of Sexual Harassment has been received.


It is decided in the meeting to put up banners/posters/notices in conspicuous places in the workplace defining sexual harassment, in order to create awareness, and

The committee also stressed the need to increase gender sensitization programmes among the employees.

The meeting concluded at 4 p.m.

The following members were present.


1. Ms. Sunitha Mathew, Asst. Prof. 
2. Dr. Joseph George, Asst. Prof.
3. Ms. Roopa Jose, Asst. Prof. 
4. Ms. Droupathi Devi C.U., Librarian 


Sunitha Mathew
D.



Action Taken

1. In order to create awareness about ~~sexual harassment~~ the prohibition of sexual harassment against women in the work place, notices and posters were put up in the notice boards and conspicuous places of the college.
2. Gender sensitization programmes were conducted among the employees.


Sunilha Mathew



PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P.O.



ST. JOSEPH'S COLLEGE MOOLAMATTOM
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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

sub:– Internal complaint committee for the prevention of sexual harassment of women at workplace- appointment of faculty members – order issued

Order No. PSH /3/2020

Arakulam

dtd. 25/7/20

CIRCULAR

INTERNAL COMPLAINT COMMITTEE FOR THE PREVENTION OF SEXUAL HARASSMENT OF WOMEN AT WORKPLACE is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

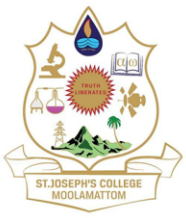
1. Ms. Sunitha Mathew
2. Ms. Droupathi Devi
3. Dr. Joseph George
4. Ms. Roopa Jose



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PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P. O.



15

2.6

1/2020

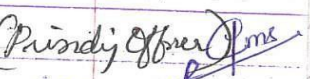


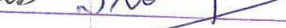
2020-21


A meeting of the ICE for the prevention of Sexual Harassment of women at workplace was held on 05/08/2020 via Google meet. The meeting started with a prayer.

The meeting discussed on the commitment of the institution to provide an environment free of gender-based discriminations. In order to increase the awareness about gender discrimination, the ICE decided to conduct Gender Awareness Programmes/webinars in collaboration with Women Cell of the college.

The meeting also stressed the need to inform the class teachers/mentors to create awareness among the students regarding all unwelcome physical, verbal, non-verbal conduct of sexual behaviour and to provide support during online classes.

The following members were present.

Ms. Sunitha Mathew, Asst Professor (Presiding Officer) 
Dr. Joseph George, Asst Professor 
Ms. Rupa Jose, Asst Professor 
Ms. Deepathy Devi C.A., Librarian 


Sunitha Mathew
Presiding Officer


PRINCIPAL



Action Taken

1. Women cell conducted various gender awareness webinars for the staff and students of the college.
2. Class teachers and mentors provided support and guidance to girl students during the covid pandemic locked down period. Facilitators also adopted various methods to create awareness among about ^{the nuances of} sexual harassment among students.

Qms
Sunil's Mathew





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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

sub:– Internal complaint committee for the prevention of sexual harassment of women at workplace- Appointment of Faculty members – order issued

Order No. PSH /4/2021

Arakulam

dtd. 2 august 2021

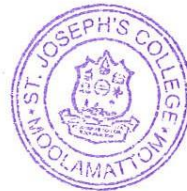
CIRCULAR

INTERNAL COMPLAINT COMMITTEE FOR THE PREVENTION OF SEXUAL HARASSMENT OF WOMEN AT WORKPLACE is

constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

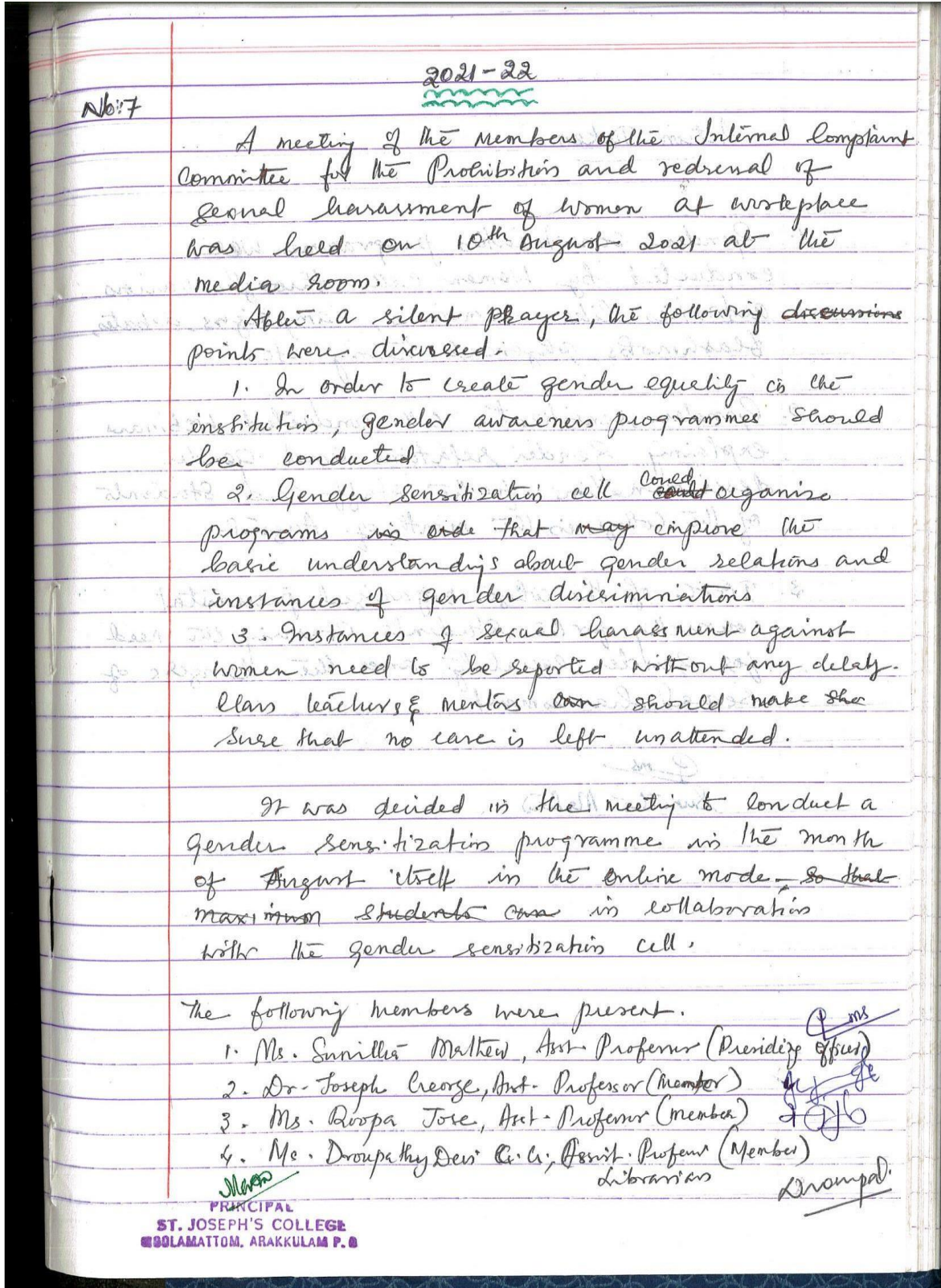
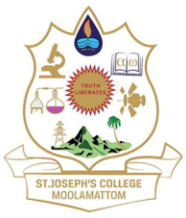
Members Present

1. Ms. Sunitha Mathew
2. Ms. Droupathi Devi
3. Dr. Joseph George
4. Ms. Roopa Jose



M. M. M.
PRINCIPAL

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ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.





Action Taken

1. Gender sensitization programmes were conducted by Women Cell through various activities like seminars, campaigns, debates, flash mobs, physical training etc.
2. Gender sensitization cell conducted webinars explaining gender relations and gender discriminations for the staff and students of the college in the month of August.
3. IQAC of the college organized premarital counselling for the students stressing the need for gender equality and the dangers of sexual harassment.

Pms
Sunitha Mathew





ST. JOSEPH'S COLLEGE MOOLAMATTOM

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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:– Internal complaint committee for the prevention of sexual harassment of women at workplace- appointment of faculty members – order issued

Order No. PSH /5/2022

Arakulam

dtd. 10 June 2022

CIRCULAR

INTERNAL COMPLAINT COMMITTEE FOR THE PREVENTION OF SEXUAL HARASSMENT OF WOMEN AT WORKPLACE is

constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Ms. Sunitha Mathew
2. Dr. Shintu Dennis
3. Ms. Roopa Jose
4. Dr. Anju P Mathews
5. Mr. Roby Mathew



M. Mathew
PRINCIPAL

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ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



2022-23 academic year.

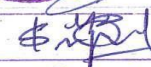
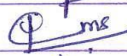


A meeting of the internal complaint- Committee for the prohibition and redressal of sexual harassment of women at workplace was held on 22nd June 2022 at the chavara hall.

After a silent prayer, Dr. Anjuman welcomed all the participants of the meeting. The committee noted that no complaints of sexual harassment has been received,

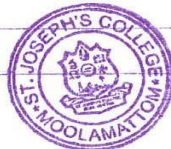
It is decided in the meeting to put up banners/posters/notices in conspicuous place in the workplace defining sexual harassment in order to create awareness.

The committee also stressed the need to increase gender sensitization programmes among the employees.

The meeting conducted at 3.30 p.m.
The following members are present

Mr. Roby Mathew
: Dr. Shister Dennis. 
Ms. Santha Mathew 
Dr. Anju P Mathews. 
Ms. Roopa Jose 

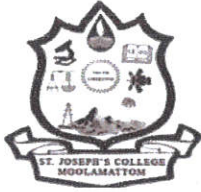
Action Taken Report: As per the decision of the meeting conducted awareness program regarding prohibition of sexual harassment.





WOMEN GRIEVANCE REDRESSAL CELL

- CONSTITUTION OF THE CELL
- MINUTES
- ANNUAL REPORT



ST. JOSEPH'S COLLEGE MOOLAMATTOM

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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM
Sub:- WOMEN GRIEVANCE REDRESSAL CELL

Order No. WGR/1/2018

Arakulam

dtd. 7TH AUGUST 2018

CIRCULAR

WOMEN GRIEVANCE REDRESSAL CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Ms. Sunitha Mathew
2. Dr. Shobitha Sebastian
3. Dr. George V Thomas
4. Ms. Sumi Sugathan
5. Ms. Droupathy Devi C.G



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PRINCIPAL

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ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



Women Harassment Prevention Committee
2018-19.

Convener - Ms. Sunitha Mathew.

Members - Dr. Shobitha Sebastian.

Dr. George V. Thomas.

Ms. Sumi Sugathan.

Ms. Roopa Jose.

Ms. Droupathi Devi.



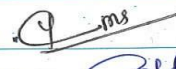


2

Minutes - of Women Harassment held on 7/8/2018
at 3.00pm in the Seminar hall

- ⇒ The meeting was started with a silent prayer which was presided over by Mrs. Sunita Mathew the Convener of Women Harassment Prevention Committee.
- ⇒ The convener read the role and responsibilities of committee.
- ⇒ The committee will provide assistance to the faculty/ student for taking preventive steps in the matter of any type of harassment.
- ⇒ The committee may form/review the guide lines / policy for redressal of grievances as required to time which may be in accordance with those issued by Court and Government agencies.
- ⇒ The committee will deal with cases / complaints of any type of harassment of female students teaching not teaching women staff of the college.

The committee discussed these matters in the meeting

Members present

Ms. Sunitha Mathew 
Dr. Shobitha Sebastian 
Dr. George V. Thomas
Ms. Sumi Sugathan 



Decisions: The committee has decided to introduce the role function of zero policy system of women harassment prevention committee in the college to the 1st year student during orientation programme.

It is also decided to summon an immediate meeting of the committee. If any grievance submitted in writing by a female employee / ex-student while discharging her duties / attending sessions in college.

⇒ Organise an awareness programme regarding prevention of sexual harassment.

Meeting was wound up with vote of thanks delivered by Dr. Shobitha Sebastian.





4

minutes of meeting held on 17-3-2019

Agenda - Evaluation (Feedback) of WHPC

Members present

Ms. Shobitha Sebastian

Ms. Sunitha Mathew

Ms. Sumi Sugathan

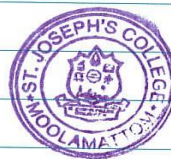
Ms. Draupatly Devi C.G. xronupal.



The meeting was convened by Ms. Shobitha Sebastian, the convenor of WHPC. A meeting of the women harassment cell was held on 17 March 2019 at 4:00 pm in the Seminar hall. The committee has overviewed and evaluated the decision of previous meeting. It is absented that there is no physical, psychological or third party harassment reported during the year. The convenor expressed her gratitude to the committee member of all faculty for maintaining harmony of the college. The meeting was conducted at 2:40 pm with vote of thanks delivered by Ms. Shobitha Sebastian.

Action taken report

The convenor reported that, action taken at the previous meeting. The committee conducted an awareness class regarding prevention of sexual harassment.





Annual Report 2018-19

Women's grievance cell of St. Joseph's college Moolamattom is functioning to deal with problem and difficulties faced by women's and girls' students to inculcate sense of security on the campus. The guideline regarding it is display on the college website and committee tried to implement it, which has been helpful for employee and students.

The subject of women anti sexual harassment is a burning issue all over in India. So that St. Joseph's college Moolamattom formed the women anti sexual harassment cell for college girls students and women staff of college.

In 2018 -2019 Women cell organized various programs for the female students.

On July 17, 2018 Programme was conducted by women grievance cell to communicate the guidelines for redressal of student grievances to teachers and students.

There is mechanism for the submission of offline and online grievance. The complaint boxes are placed . These boxes are open in presence of member at regular interval.

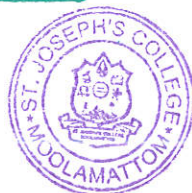
If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

staff members also guide to newly admitted students in their respective classes. Similarly the committee constituted for women's empowerment also organized several programmes to spread awareness regarding their health issues and laws specially meant for the against gender discrimination, Women's rights, etc.

As a result of this no single complaint regarding is received by the committee. However awareness campaign about ragging is the regular practice in the campus.

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM

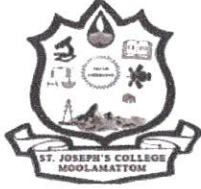
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Convenor

Date:17/03/2019



ST. JOSEPH'S COLLEGE MOOLAMATTOM

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Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM
Sub:- WOMEN GRIEVANCE REDRESSAL CELL

Order No. WGR/2/2019

Arakulam

dtd. 11TH JUNE 2019

CIRCULAR

WOMEN GRIEVANCE REDRESSAL CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Ms. Sunitha Mathew
2. Dr. Shobitha Sebastian
3. Dr. Joseph George
4. Ms. Deena Paul
5. Ms. Droupathy Devi C.G
6. Ms. Roopa jose
7. Ms. Anjumol Sebastian



PRINCIPAL

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ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



WOMEN HARASSMENT PREVENTION COMMITTEE

2019 - 2020.

Director - (Principal) Dr. Saju M. Sebastian.

Members - Ms. Sunilba Mathew (Presiding officer),
Dr. Shobitha Sebastian,
Ms. Deena Paul,
Ms. Droupathi Devi,
Ms. Roopa Jose,
Ms. Anamol Sebastian (Student Representative),
Dr. Joseph George



Minutes of the meeting Held on. 11-06-2019

The first meeting of the Women Harassment Committee was held on 11 June 2019. at 12.30 pm in Khavara Hall. The meeting was presided over by Dr. Shobitha Sebastian. The committee discussed about how to maintain healthy atmosphere of the St. Joseph's college moolamattom in between. Encouraging the act of activities against women and girls in society.

In the light of discussions, the committee has decided to request the management to fix Anti-Harassment policies all over the campus including main venues. The mentors of each degree class are also requested to give more awareness of human rights and gender equity to the students. The meeting was wound up with the vote of thanks delivered by Ms. Sunilba Mathew.

members present.

Dr. Shobitha Sebastian

Ms. Sunilba Mathew

Ms. Roopa Jose

Ms. Droupathi Devi

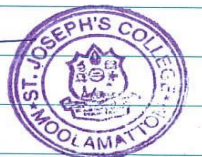
Dr. Joseph George

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Minutes of WHPC held on 11-3-2020.


Agenda - Evaluation (feedback) of WHPC
A meeting of the women harassment cell was held on
11 March 2020 at 3.30 pm in the Conference hall


Members - Present &

Ms. Anamol Sebastian 

Ms. Sunitha Mathew 

Dr. Shobitha Sebastian 

Ms. Deepa Paul 

Ms. Draupathi Devi Ch. 

Ms. Roopa Jose 

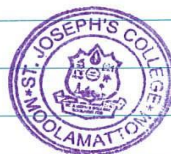
Ms. Sunitha ~~Sebastian~~ ^{Mathew} presided over the meeting.

The overall functioning of the committee was evaluated by the convenors that the whole hearted cooperation and efforts of committee members, faculties and management. There was not a single grievance reported during the academic year. The convenors expressed their words of gratitude for the same to all.

The meeting wound up at 4.15 pm with vote of thanks.

Members present:

Action taken report is as per the decision of the meeting conducted an awareness programme regarding prohibition of women harassment.





Annual Report 2019-20

Women's grievance cell of St. Joseph's college Moolamattom is functioning to deal with problem and difficulties faced by women's and girls' students to inculcate sense of security on the campus. The guideline regarding it is display on the college website and committee tried to implement it, which has been helpful for employee and students.

The subject of women anti sexual harassment is a burning issue all over in India. So that St. Joseph's college Moolamattom formed the women anti sexual harassment cell for college girls students and women staff of college.

In 2019 -2020 Women cell organized various programs for the female students.

On June, 2019 Programme was conducted by women grievance cell to communicate the guidelines for redressal of student grievances to teachers and students.

On August, 2019 Awareness program was conducted regarding prohibition of women harassment.

There is mechanism for the submission of offline and online grievance. The complaint boxes are placed. These boxes are open in presence of member at regular interval.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

staff members also guide to newly admitted students in their respective classes. Similarly the committee constituted for women's empowerment also organized several programmes to spread awareness regarding their health issues and laws specially meant for the against gender discrimination, Women's rights, etc.

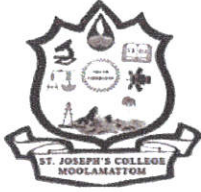
As a result of this no single complaint regarding is received by the committee. However awareness campaign about ragging is the regular practice in the campus.

Date:11/03/2020

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O


Convenor





ST. JOSEPH'S COLLEGE MOOLAMATTOM

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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- WOMEN GRIEVANCE REDRESSAL CELL

Order No./WGRC/3/2020

Arakulam

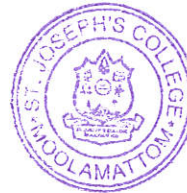
dtd. 7TH JULY 2020

CIRCULAR

WOMEN GRIEVANCE REDRESSAL CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Ms. Sunitha Mathew
2. Dr. Joseph George
3. Ms. Droupathy Devi C.G
4. Ms. Roopa jose



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PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P. O.



WOMEN HARASSMENT PREVENTION
COMMITTEE

2020 - 21.

Members:

Ms. Sunitha Mathew (Presiding officer).

Ms. Droupathi Devi (Member)

Dr. Joseph George.

Ms. Reepa Jose.

Ms. Anamol Sebastian (Student Representative).

Dr. Joseph George



Minutes of the meeting held on. 7-7-2020

The first meeting of the women Harassment committee was held on 7-07-2020 at ^{10:00 am} through google meet. The meeting was presided over by Ms. Sunitha Mathew presiding officer of WHPC. The committee decided about how to maintain healthy atmosphere of the St. Joseph's college as in between increasing the threat of activities against women and girls in society. The committee has decided to introduce the role of function of zero policy system of women harassment prevention committee.

The mentors of each class are also requested to give awareness about human rights and gender equality to the students.

The meeting was wound up with the vote of thanks delivered by Ms. Roopa Jose.

Members present:

Ms. Sunitha Mathew. *[Signature]*

Ms. Droupathi Devi C.G. *[Signature]*

Dr. Joseph George. *[Signature]*

Mrs. Roopa Jose. *[Signature]*






10

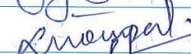
Minutes of WHPC held on 10-3-2021


Agenda : Evaluation (Feedback) of WHPC

Members present :

Ms. Sumitha Mathew 

Ms. Roopa Jose 

Ms. Droupathi Devi 

Dr. Joseph George 



Ms. Sumitha Mathew presided over the meeting. The overall health of the committee was evaluated by the presiding officer. It is observed that there is no physical, psychological or third party harassment reported during the academic year. The convenor expressed her gratitude to the committee members of all faculty for maintaining harmony of the college. The meeting was conducted at 2.30 PM with vote of thanks delivered by Ms. Droupathi Devi member of WHPC.

Action taken Report:

As per the decision of the previous meeting - conducted an awareness programme regarding prohibition of campus harassment. The programme was attended by all the women in the college. Covered the complaint and redressal mechanism of the complaints under the sexual harassment act.





Annual Report 2020-21

Women's grievance cell of St. Joseph's college Moolamattom is functioning to deal with problem and difficulties faced by women's and girls' students to inculcate sense of security on the campus. The guideline regarding it is display on the college website and committee tried to implement it, which has been helpful for employee and students.

The subject of women anti sexual harassment is a burning issue all over in India. So that St. Joseph's college Moolamattom formed the women anti sexual harassment cell for college girls students and women staff of college.

In 2020 -2021 Women cell organized various programs for the female students.

On June, 2020 Programme was conducted by women grievance cell to communicate the guidelines for redressal of student grievances to teachers and student through Google meet.

On August, 2020 Awareness program was conducted regarding prohibition of women harassment through Google meet due to COVID-19 period.

There is mechanism for the submission of offline and online grievance. The complaint boxes are placed . These boxes are open in presence of member at regular interval.

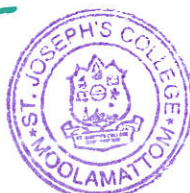
If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

staff members also guide to newly admitted students in their respective classes. Similarly the committee constituted for women's empowerment also organized several programmes to spread awareness regarding their health issues and laws specially meant for the against gender discrimination, Women's rights, etc.

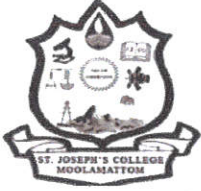
As a result of this no single complaint regarding is received by the committee. However awareness campaign about ragging is the regular practice in the campus.

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM

Date: 10/03/2021



Convenor



ST. JOSEPH'S COLLEGE MOOLAMATTOM

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Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM
Sub:- WOMEN GRIEVANCE REDRESSAL CELL

Order No. /WGR/4/2021 Arakulam

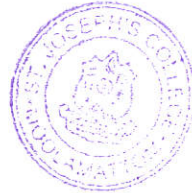
dtd. 22nd JULY 2021

CIRCULAR

WOMEN GRIEVANCE REDRESSAL CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Ms. Sunitha Mathew
2. Dr. Shobitha Sebastian
3. Dr. Joseph George
4. Ms. Geetha Mathew
5. Ms. Droupathy Devi C.G
6. Ms. Roopa jose



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PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



WOMEN HARASSMENT PREVENTION

COMMITTEE

2021 - 2022

Members : Ms. Sonitha Mathew (Presiding officer),
Ms. Roopa Jose,
Dr. Joseph George,
Ms. Droupathy Devi C.G.,
Ms. Beetha Mathew,
Ms. Anagha C.S. (Student Representative)




12

Minutes of the meeting held on 22-4-2021

The first meeting of WTPC of the academic year was held on 22-4-2021 in St. Chavara Hall at 12.30 pm. The meeting was started with a silent prayer which presided over by the committee presiding officer Ms. Sonitha Mathew.

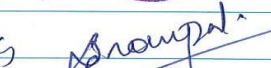
Committee discussed that the collective action and co-operation of the whole college team helped to maintain the healthy environment in the campus. The presiding officer expressed her sincere thanks to committee member, faculties and management for the same. The committee member Ms. Geetha Mathew delivered vote of thanks.


Members present

Ms. Sonitha Mathew 

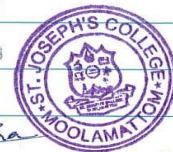
Ms. Roopa Joe 

Ms. Geetha Mathew 

Ms. Droupathi Devi C.G. 

Dr. Joseph George 

Decision: The committee decided to conduct an awareness class regarding prevention of women harassment






Minutes. of the meeting held on 24-03-2022.


Agenda: Feedback of the functioning of women harassment prevention committee. in previous academic year and discussion on further diligence required in the functioning of the WHPC.

Members present:

Ms. Sonitha Mathew. 

Ms. Roopa Jose. 

Ms. Geetha Mathew. 

Ms. Droupathi Devi C.G. 



The meeting of WHPC of the academic year was held on 24-03-2022 in the Chavara hall at 3:30 pm. The meeting was presided over by Ms. Sonitha Sebastian.

After the discussion initiated in agenda to meeting the committee has decided to request the management to modify the posters and change in time with changing times.

Meeting came to an end with words of thanks by Ms. Droupathi Devi C.G.

Action taken report: As per the decision of the meeting, conducted an awareness class, it include general overview along with the background that laid foundation for the existing sexual harassment of women at workplace Act. It helps to creating awareness.





Annual Report 2021-22

Women's grievance cell of St. Joseph's college Moolamattom is functioning to deal with problem and difficulties faced by women's and girls' students to inculcate sense of security on the campus. The guideline regarding it is display on the college website and committee tried to implement it, which has been helpful for employee and students.

The subject of women anti sexual harassment is a burning issue all over in India. So that St. Joseph's college Moolamattom formed the women anti sexual harassment cell for college girls students and women staff of college.

In 2021 -2022 Women cell organized various programs for the female students.

On July 2021 Programme was conducted by women grievance cell to communicate the guidelines for redressal of student grievances to teachers and student through Google meet.

On August, 2021 Awareness program was conducted , it include general overview along with the background that laid foundation for the existing sexual harassment of women at work place act.it helps to creating awarness among students.

There is mechanism for the submission of offline and online grievance. The complaint boxes are placed . These boxes are open in presence of member at regular interval.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

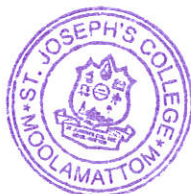
staff members also guide to newly admitted students in their respective classes. Similarly the committee constituted for women's empowerment also organized several programmes to spread awareness regarding their health issues and laws specially meant for the against gender discrimination, Women's rights, etc.

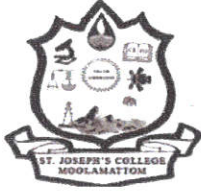
As a result of this no single complaint regarding is received by the committee. However awareness campaign about ragging is the regular practice in the campus.

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O

Date:24/03/2022

Convenor





ST. JOSEPH'S COLLEGE MOOLAMATTOM

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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- WOMEN GRIEVANCE REDRESSAL CELL

Order No./WGR/5/2022

Arakulam

dtd. 27th JULY 2022

CIRCULAR

WOMEN GRIEVANCE REDRESSAL CELL is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

Members Present

1. Ms. Deena Paul
2. Ms. Geetha Mathew
3. Ms. Roopa jose
4. Dr. Anju P Mathew



M. Anju P
PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P.O.



14

WOMEN HARASSMENT PREVENTION
COMMITTEE

2022 - 2023

Members:

- Dr. Anju D. Mathews (Presiding officer)
- Ms. Roopa Jose
- Ms. Deena Paul.
- Ms. Roby Mathew.
- Ms. Geetha Mathew.
- Ms. Anagha (Student Representative)



minutes of meeting held on 27-7-2022.

The first meeting of WHPC during the academic year was on July 27, 2022 at 12 pm in the charanga hall.

Agenda: Discussions on planning of WHPC during the academic year.

members present:

Dr. Anju P. Mathews

Ms. Roopa Jose

Ms. Deena Paul

Ms. Geetha Mathew

~~Ms. Ana~~



The committee discussed and decided to request the college authority to provide facility for online complaint system. It is also decided by committee to arrange self defence awareness classes and training for ladies and girl student in the campus.

Meeting came to an end with words of thanks by Ms. Deena Paul.



16

Minutes of the meeting of women harassment prevention committee held on March 28 - 2023 at 2.30 pm in the charara hall.

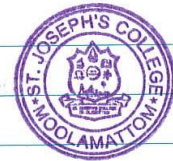
Agenda: Evaluation of the functioning of the committee.

Members present.

Dr. Arju P. Mathew.

Ms. Roopa Jose

Ms. Deena Paul.



The committee overviewed the actions taken for the smooth functioning of women harassment prevention cell. The awareness classes were held with a good result. No complaints submitted to the cell during 2022-23. The committee presiding officer sincerely thanks to all who took effort for the cell functioning of the system.

Ms. Roopa Jose delivered vote of thanks.

Action taken report: As per the decision of the meeting, the convenor reported that, ensured the availability of online complaint system.

The committee conducted an awareness program regarding prevention of women harassment.





Annual Report 2022-23

Women's grievance cell of St. Joseph's college Moolamattom is functioning to deal with problem and difficulties faced by women's and girls' students to inculcate sense of security on the campus. The guideline regarding it is display on the college website and committee tried to implement it, which has been helpful for employee and students.

The subject of women anti sexual harassment is a burning issue all over in India. So that St. Joseph's college Moolamattom formed the women anti sexual harassment cell for college girls students and women staff of college.

In 2022-2023 Women cell organized various programs for the female students.

On July, 2022 Programme was conducted by women grievance cell to communicate the guidelines for redressal of student grievances to teachers and student through Google meet.

On August, 2022 Awareness program was conducted regarding prohibition of women harassment.

There is mechanism for the submission of offline and online grievance. The complaint boxes are placed. These boxes are open in presence of member at regular interval.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

staff members also guide to newly admitted students in their respective classes. Similarly the committee constituted for women's empowerment also organized several programmes to spread awareness regarding their health issues and laws specially meant for the against gender discrimination, Women's rights, etc.

As a result of this no single complaint regarding is received by the committee. However awareness campaign about ragging is the regular practice in the campus.

Date:28/03/2023

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



Mason

afg

Convenor



SC /ST MONITORING CELL

- **CONSTITUTION OF THE CELLS**
- **MINUTES**
- **ANNUAL REPORT**



ST. JOSEPH'S COLLEGE MOOLAMATTOM

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E-mail: sjcmoolamattom@gmail.com

Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution of SC/ST Committee – Appointment of Faculty members – order issued

=====
Order No. SCST/1/2018

Arakulam

dtd. 18 JULY 2018
=====

CIRCULAR

SC/ST Committee is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. George V. Thomas
2. Dr. Ebey Koshy
3. Mr. Albin jose
4. Ms. Sunitha Mathew
5. Dr. Shobitha Sebastian
6. Dr. Sabukutty MG



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PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.



1

Minutes of SC/ST 2018-19

Members :

- Dr. George V. Thomas
- Convener : Dr. Ehey Koshy
- Mr. Abin Jose
- Ms. Sunitha Mathew
- Dr. Shobitha Sebastian
- Dr. Sabukutty M. S.
- Mr. Tony Kunnel.



Minutes of SC/ST G.C. (2018-19).

meeting 1

Date: 10/7/2018

Venue: Chavara Hall

A meeting of the SC/ST Grievance Cell held on 10th July 2018 at 3:15 pm in the Chavara hall. The convenor welcomed all the members. The committee decided to provide an orientation programme for the first year students during the academic period 2018-19. and also discussed about various activities. The meeting decided to provide class about Scholarship. The meeting comes to an end at 4 pm with vote of thanks.

The following members are present.

Convenor: Dr. George V. Thomas.

Dr. Ehey Koshy

Mr. Abin Jose.

Ms. Sunitha Mathew.

Dr. Shobitha Sebastian.

Dr. Sabuketty M.G.

Mr. Tomy Kunnel





3

minutes of SC/ST grievance cell.

meeting 2

Date : 19/3/2019
venue : Seminar hall.




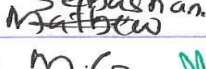


Agenda : Reviewing previous year .

A meeting of the SC/ST committee was held on 19/3/2019 at 2.30pm in the seminar hall. The meeting commenced with silent prayer. The minutes of the first meeting discussed and the convenor reported that no complaints were lodged during the year.

Action taken report - As per the decision of the meeting, conduct special class to SC, ST students about the details of scholarships.

The meeting came to an end at 3.15pm with vote of thanks.

The following members were present

Dr. George v. Thomas. 
Dr. Ebeey Koshy 
Mrs. Abin Jose 
Mrs. Shobitha 
Dr. Sabukutty M.G. 
Mr. Tony Kunnel. 





ANNUAL REPORT OF SC/ST MONITORING CELL 2018-19

St. Joseph's college Moolamattom provides enormous facilities for SC/ST students as per the admission Rules and Regulations. In the year 2018-19 admission process completed after filling all the concerned seats for SC/ST students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for SC/ST students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to SC/ST students.

On July , 2018 Programme was conducted by SC/ST Monitoring cell to communicate about various scholarships and reservations It helps to make awareness about how to apply scholarships and various documents need for it.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

Convenor reported that no complaints were lodged during the academic period.

Date:29/3/2019

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O.

Convenor





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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution of SC/ST Committee – Appointment of Faculty members – order issued

=====
Order No. SCST/2/2019

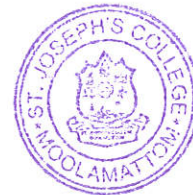
Arakulam

dtd. 27 August 2019
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CIRCULAR

SC/ST Committee is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Saju M Sebastian
2. Dr. Ebey P Koshy
3. Ms. Sunitha Mathew
4. Ms. Premika PM
5. Dr. Sabukutty MG



PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM



SC / ST Grievance cell

(2019 - 20)

Members present:

Dr. Saja M. Sebastian.

Convenor -

Dr. Ehey P. Koshy

Dr. Sabukutty M. B.

Ms. Deena Paul

Ms. Sunitha Mathew

Ms. Premika P. M.

Tomy Kunnel, Upanchayat president

Work



Minutes of meeting held on 13/8/2019.

meeting 1

Date : 13/8/2019

venue : Chavara hall

A meeting of the SC/ST grievance cell was held in the Chavara hall at 3:00 pm on 13 August 2019. The meeting was presided over by principal Dr. Saju M. Sebastian, it began with a silent prayer. The principal in his introductory remarks explained the significance of the cell to ensure aware about their scholorships. Particulary the freshers.

Members present:

Dr. Saju M. Sebastian. *S. J. Sebastian*

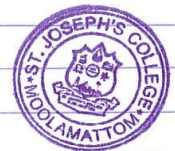
Dr. Ebeey P. Koshy. *E. P. Koshy*

Dr. Sabukutty M. G. *S. M. G.*

Ms. Sunitha Mathew. *S. Mathew*

Ms. Premika P. M. *P. M.*

Tomy Kunnel. *T. Kunnel*



The meeting discussed in detail the agenda,

to Organise an awareness program for first year students especially about grants.

The meeting ended at 3:45 pm with vote of thanks by the convener.



Minutes of the meeting held on 18/3/2020.

meeting 2.

Date: 18/3/2020.

Venue: Chavara hall

Agenda: Reviewing of the previous year

A meeting of the SC/ST grievance cell conducted on 18th March 2020 at 1.45 pm in the Chavara hall.

The principal spoke about the significance of this committee in his introductory speech.

After deliberations, the convener reported the activities conducted during this year and no complaints were registered during this year.

Action taken report - As per the decision of the meeting conducted a special class to SC, ST students about the online details of scholarships, many students have benefited this class.

Members present: Dr. Saju M. Sebastian

Dr. Ebey P. Koshy

Ms. Sunitha Mathew

Ms. Premika P.M.

Dr. Sabukutty M.G.

The meeting ended at 2.30 pm after the presentations and confirmation of the minutes.



ANNUAL REPORT OF SC/ST MONITORING CELL 2019-20

St. Joseph's college Moolamattom provides enormous facilities for SC/ST students as per the admission Rules and Regulations. In the year 2019-20 admission process completed after filling all the concerned seats for SC/ST students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for SC/ST students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to SC/ST students.

On August , 2019 Programme was conducted by SC/ST Monitoring cell to communicate about various scholarships and reservations. It helps to make awareness about how to apply scholarships and various documents need for it.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

Convenor reported that no complaints were lodged during the academic period.

Date:27/03/2020

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O


Convenor







ST. JOSEPH'S COLLEGE MOOLAMATTOM

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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution of SC/ST Committee – Appointment of Faculty members – order issued

=====
Order No. SCST/3/2020

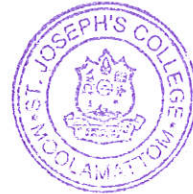
Arakulam

dtd. 26 AUGUST 2020
=====

CIRCULAR

SC/ST Committee is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Ebey P Koshy
2. Dr. Sabukutty MG
3. Ms. Roopa Jose
4. Ms. Tisha Tomy
5. Dr .Anju P Mathew



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PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM



7

SC/ST Grievance Committee.

2020 - 21

members present:

Dr. Ebej P. Koshy

convenor: Dr. Sabukutty M.G.

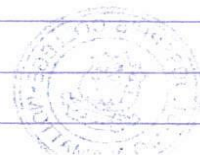
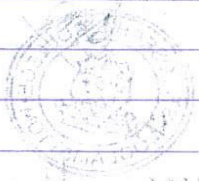
Ms. Tisha Tony

Dr. Justine Joseph

Ms. Roopa Jose

Dr. Anju P. Mathews

Mr. Viood k's (panchayat president)





minutes of the meeting held on. 22/6/2020

meeting 1

Venue : Google Meet

Date : 22/6/2020.

A meeting of the committee held on 22/6/2020 at 3.15 pm through Googlemeet due to COVID-19 members present:

Dr. Bhay P. Koshy *est*
Dr. Sabukutty M.S. (convenor) *Manu*
Ms. Tisha Tomy *Kisha*
Ms. Roopa Jose *JK*
Dr. Anju P Mathew
Mr. Vinod K.S. *Arund*

The meeting was presided over by the convenor, it began with a silent prayer. The committee decided to conduct an orientation programme for the first year student during the academic year 2020-21. The meeting decided to conduct a class for their scholarships or any grants. The meeting comes to an end at 4 pm with vote of thanks.





minutes of the meeting held on. 22/6/2020

meeting 1

Venue : Google Meet

Date : 22/6/2020.

A meeting of the committee held on 22/6/2020 at 3.15 pm through Googlemeet due to COVID-19 members present:

Dr. Ehey P. Koshy *est*

Dr. Sabukutty M.S. (convenor) *Manu*

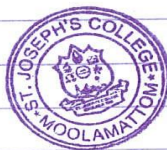
Ms. Tisha Tomy *Kisha*

Ms. Roopa Jose *R. Jose*

Dr. Anju P Mathew

Mr. Vinod K.S. *Vinod*

The meeting was presided over by the convenor, it began with a silent prayer. The committee decided to conduct an orientation programme for the first year student during the academic year 2020-21. The meeting decided to conduct a class for their scholarships or any grants. The meeting comes to an end at 4 pm with vote of thanks.





ANNUAL REPORT OF SC/ST MONITORING CELL 2020-21

St. Joseph's college Moolamattom provides enormous facilities for SC/ST students as per the admission Rules and Regulations. In the year 2020-21 admission process completed after filling all the concerned seats for SC/ST students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for SC/ST students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to SC/ST students.

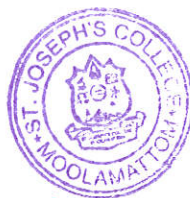
On July , 2020 Programme was conducted by SC/ST Monitoring cell to communicate about various scholarships and reservations through Google meet due to COVID-19 period. It helps to make awareness about how to apply scholarships and various documents need for it.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

Convenor reported that no complaints were lodged during the academic period.

Date:26/03/2021

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O



est

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O

[Signature]
Convenor



ST. JOSEPH'S COLLEGE MOOLAMATTOM

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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution Of SC/ST Committee – Appointment of Faculty members – order issued

Order No. SCST/4/2021

Arakulam

dtd. 14 JULY 2021

CIRCULAR

SC/ST Committee is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Sabukutty MG
2. Dr. Robin Jhon
3. Dr. Salini L.R
4. Dr. Subin Thomas
5. Dr. Shintu Dennis



M. Jhon
PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM, IDUKKI, KERALA



SC / S + Grievance Committee,

2021 - 22 academic year.

members : Dr. Sabukutty M.S. (Principal)

Convenor: Dr. Robra John

Dr. Saloni K.R.

Dr. Anu Antony

Dr. Subin Thomas

Mr. Anil J. Azhakar

Dr. Shantu Dennis

Mr. Vinod K.S. (Punchayat president)





11

Minutes of the meeting held on 12/8/2021

meeting 1

Venue : Seminar Hall.

Date : 10/8/2021

Time : 3.30 pm.

The meeting of the committee held on 12/8/21
at 12.00 pm in the Seminar hall

members present:

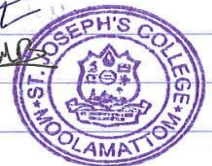
Dr Sabukatty m/s. *MS*

Dr. Robin John.

Dr. Salini L.R

Dr. Subin Thomas. *AS*

Dr. Shibu Denu's *SP*



The convenor welcomed all the members. The committee decided to provide an awareness program about scholarships and grants. Convenor gave an overview of the responsibility of the cell. Committee decided to conduct a special class about scholarships. The meeting ended at 4.00 pm with vote of thanks regarded by the convenor.





12

Minutes of the meeting held on 22/3/2022.
meeting 2.

venue : Seminar hall
Date : 22/3/2022.

A meeting of the SC/ST cell was held on 22/3/2022 at 3.15 pm in the Seminar hall. The meeting commenced with silent prayer. The convenor welcomed all the members. The minutes of the last meeting was discussed. The convenor reported that no complaints was lodged during the year.

The meeting ended at 4 pm after the vote of thanks.

members present:

Dr. Sabukutty M.G.
Dr. Robin John
Dr. Salini L.R.
Dr. Subig Thomas
Dr. Shintu Dennis.
Mr. Vinod K.S.

Action Taken Report

As per the decision of the meeting, conducted special class to SC, ST students about the online details of scholarship and procedures. It helps to create awareness about scholarships schemes among the students.





ANNUAL REPORT OF SC/ST MONITORING CELL 2021-22

St. Joseph's college Moolamattom provides enormous facilities for SC/ST students as per the admission Rules and Regulations. In the year 2021-22 admission process completed after filling all the concerned seats for SC/ST students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for SC/ST students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to SC/ST students.

On July , 2021 Programme was conducted by SC/ST Monitoring cell to communicate about various scholarships and reservations . It helps to make awareness about how to apply scholarships and various documents need for it.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

Convenor reported that no complaints were lodged during the academic period.

Date:30/03/2022

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P. O.

[Handwritten signature]

[Handwritten signature]
Convenor





ST. JOSEPH'S COLLEGE MOOLAMATTOM

ARAKULAM P.O. – 685 591, IDUKKI, KERALA

Mobile: 7510312043,

E-mail: sjcmoolamattom@gmail.com

Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:- Constitution of SC/ST Committee – Appointment of Faculty members – order issued

=====
Order No. SCST/5/2022

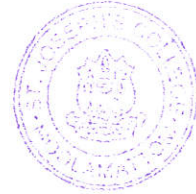
Arakulam

dtd.13 JULY 2022
=====

CIRCULAR

SC/ST Committee is constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Sabukutty MG
2. Mr. Roby Mathew
3. Dr. Anju P Mathew
4. Dr. Subin Thomas
5. Mr. Vinod KS
6. Rev. Dr. Jomon K Sebastian CMI
7. Ms. Sunitha Mathew
8. Dr. Anu Antony
9. Ms. Sunitha Mathew



M. Mathew
PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM P.O.



13

SC / ST Grievance Committee.

2022 - 23.

members :

Convener: Mr. Roby Mathew.

Dr. Sabukutty M.B. (Principal). *M.B.*

Dr. Abu Antony.

Ms. Sunitha Mathew.

Dr. Anju P. Mathew. *AM*

Ms. Deena Paul.

Dr. Subio Thomas. *ST*

Rev. Dr. James K. Sebastian Kottarathil CSI *JK*

Mr. Vinod K.S. (Panchayat president).



14

Minutes of the meeting held on 14/6/2022
meeting 1

Date: 14/6/2022.

Venue: Seminar Hall

A meeting of the SC/ST Grievance cell was held on 14th June 2022 at 2.30 pm in the Seminar hall. The meeting started with silent prayer. The convener welcomed all the members. The committee decided to arrange an awareness classes for those students -

members present

Dr Subukutty m.s.

Mr. Roby Mathew

Dr. Anu Antony

Ms. Sunitha Mathew

Rev. Dr. James K Sebastian CMI

Dr Subio Thomas

Dr. Anju P. Mathew

Mr. Vinod K.S.

The meeting ended at 3.00 pm with vote of thanks by the convener.





15

Minutes of the meeting held on 28/3/2023.

Date : 28/3/2023


Venue : Chavara Hall.


A meeting of the SC/ST Grievance cell was held on 28/3/2023 at 3.30 pm in the Chavara hall. The meeting started with a silent prayer. The convenor welcomed all the members. The convenor gave a description about activities related to SC/ST grievance cell during the academic year 2022-23. The convenor reported that no complaint was lodged during the year.


Action taken report : As per the decision of the meeting conducted special class to SC, ST students about various scholarships and its procedures.

The meeting ended at 4.00 pm with vote of thanks by the convenor.

Members present


Dr. Sabukutty M.G. 


Mr. Bobby Mathew 

Dr. Anu Aring 

Mrs. Sunitha Mathew 

Dr. Anju P. Mathew 

Dr. Subin Thomas 

Mr. Vinod K.S. 





ANNUAL REPORT OF SC/ST MONITORING CELL 2022-23

St. Joseph's college Moolamattom provides enormous facilities for SC/ST students as per the admission Rules and Regulations. In the year 2022-23 admission process completed after filling all the concerned seats for SC/ST students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for SC/ST students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to SC/ST students.

On August , 2022 Programme was conducted by SC/ST Monitoring cell to communicate about various scholarships and reservations through Google meet due to COVID-19 period. It helps to make awareness about how to apply scholarships and various documents need for it.

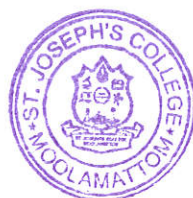
If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

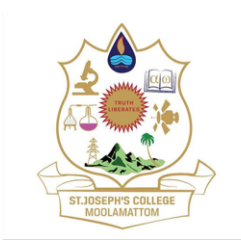
Convenor reported that no complaints were lodged during the academic period.

Date:29/03/2023

Mason
PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM

[Signature]
Convenor





ST. JOSEPH'S COLLEGE
M O O L A M A T T O M

ARAKULAM P.O- 685591
IDUKKI, KERALA
stjosephscollegemoolamattom.ac.in

OBC / MINORITY CELL

CONSTITUTION OF THE CELL

MINUTES

ANNUAL REPORT



ST. JOSEPH'S COLLEGE MOOLAMATTOM
ARAKULAM P.O. – 685 591, IDUKKI, KERALA

Mobile: 7510312043,
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Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:-Constitution of OBC/MINORITY committee– Appointment of Faculty members –
order issued

=====
Order No. OBC/1/2018

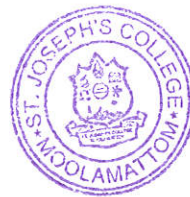
Arakulam

dtd. 24 JULY 2018
=====

CIRCULAR

OBC/MINORITY committees constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. George V Thomas
2. Dr. Sbukutty M.G
3. Ms. Sunitha Mathew
4. Mr. Roby Mathew
5. Ms. Roopa Jose
6. Dr. Shobitha Sebastian
7. Dr. Saju M Sebastian



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PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM, KERALA



Minutes of the meeting held on 10/7/2018.

A meeting of the OBC/minority cell was held in the Seminar hall at 3:00pm on 10/7/18. The meeting was presided over by principal Dr. George V. Thomas. It began with silent prayer. The principal in his introductory remarks explained the significance of the cell to the members.

Members present: Dr. George V. Thomas, *George*

Dr. Sabukutty M.G., *Sabukutty*

Dr. Saju M. Sebastian, *Saju*

Mr. Roby Mathew, *Roby*

Dr. Shobitha Sebastian, *Shobitha*

Ms. Sunitha Mathew, *Sunitha*

Ms. Roopa Jose, *Roopa*

The meeting discussed the agenda. *Tomy Kupnel Prachayal president*

The committee was decided to conduct an awareness class about various Scholarships.

The meeting came to an end at 3:30pm with vote of thanks.





Minutes of the meeting held on 4 January 2019

The meeting of the OBC/minority cell was held on 4 January 2019 at 2.30 pm in the seminar hall. The meeting commenced with silent prayer. The convenor welcomed all the members. The minutes of the first meeting was discussed and the convenor reported that no complaint was lodged during the academic year 2018-19.

The following members present:

: Dr Sabakutty M.S. *M.S.*

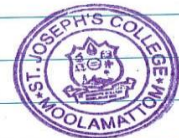
Ms. Seetha Mathew. *S.M.*

Ms. Roopa Jose *R.J.*

Mr. Roby Mathew *R.M.*

Dr. Shobitha Sebastian. *S.S.*

Tomy Kunnel (Panchayat president) *T.K.*



Action Taken Report:

The convenor reported that an awareness class regarding various scholarships for OBC/minority students was held on 6 August 2018 in the College auditorium.

The meeting came to an end at 3.00 pm with vote of thanks.





ANNUAL REPORT OF OBC/ MINORITY MONITORING CELL 2018-19

St. Joseph's college Moolamattom provides enormous facilities for OBC /Minority students as per the admission Rules and Regulations. In the year 2018-19 admission process completed after filling all the concerned seats for OBC /Minority students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for OBC /Minority students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to OBC /Minority students.

On August 6, 2018 Programme was conducted by OBC /Minority Monitoring cell to communicate about various scholarships and reservations It helps to make awareness about how to apply scholarships and various documents need for it.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

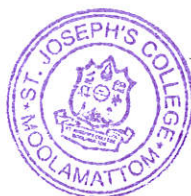
Convenor reported that no complaints were lodged during the academic period.

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O

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[Handwritten signature]
Convenor

Date:29/3/2019





ST. JOSEPH'S COLLEGE MOOLAMATTOM

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Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:-Constitution of OBC/MINORITY committee– Appointment of Faculty members –
order issued

=====
Order No. OBC/2/2019

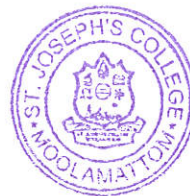
Arakulam

dtd. 16 july 2019
=====

CIRCULAR

OBC/MINORITY committees constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Saju M Sebastian
2. Dr. Sabukutty MG
3. Dr. Praveen Joseph
4. Ms. Sunitha Mathew
5. Dr. Sr. Sijo Francis



PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P.O.



Minutes of the meeting held on 18/7/2019.

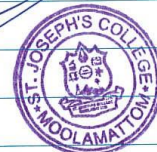
Minutes of the meeting ORC/Minority Cell was held on 18/7/2019 at 3:00 pm, in the Chavara hall. The meeting commenced with silent prayer. The Congregator welcomed all the members. Various matters were discussed.

To address complaints if any, early as possible the meeting came to an end at 3:45 pm with vote of thanks.

Decision: To conduct awareness programmes regarding various scholarships for ORC/Minority students.

The following members were present:

Dr. Saja M. Sebastian
Dr. Sabukutty Mes
Dr. Praven Joseph
Ms. Sunitha Mathew
Dr. Sr Sijo Francis
Tomy kunnel





Minutes of the meeting held on 5/03/2020.

minutes of the meeting OBC/minority cell was held on 5/03/2020 at 3.16pm in the Seminar hall. The meeting commenced with silent prayer. The convenor welcomed all the members and discussed activities and reported that there are no complaints lodged during the academic year 2019-20.

Action taken Report: The convenor reported the action taken at the previous meeting, regarding awareness class. An awareness class regarding scholarships for OBC/minority students was held on 20 August 2019 in the college auditorium.

members present:

Dr. Sabarkutty M.G. *M.G.*

Dr. Praveen Joseph. *Praveen*

Ms - Saritha Mathew. *Saritha*

Dr. Sr. Sijo Francis *Sijo*

Dr. Saju - M Sebastian *Saju*

Tomy Kunnel *Tomy*



The meeting came to an end at 3.45 pm with vote of thanks.



ANNUAL REPORT OF OBC/ MINORITY MONITORING CELL 2019-20

St. Joseph's college Moolamattom provides enormous facilities for OBC /Minority students as per the admission Rules and Regulations. In the year 2019-20 admission process completed after filling all the concerned seats for OBC /Minority students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for OBC /Minority students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to OBC /Minority students.

On August 20, 2019 Programme was conducted by OBC /Minority Monitoring cell to communicate about various scholarships and reservations. It helps to make awareness about how to apply scholarships and various documents need for it.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

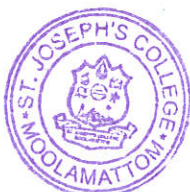
Convenor reported that no complaints were lodged during the academic period.

Date:27/03/2020

Mam
Convenor

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM

Ajitha





ST. JOSEPH'S COLLEGE MOOLAMATTOM

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Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:-Constitution of OBC/MINORITY Committee– Appointment of Faculty members – order issued

Order No. OBC/3/2020

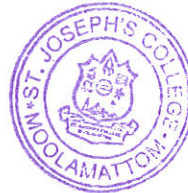
Arakulam

dtd. 5 August 2020

CIRCULAR

OBC/MINORITY Committees constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Ebey P Koshy
2. Dr. Sabukutty MG
3. Ms. Sunitha Mathew
4. Mr. Roby Mathew
5. Dr. Anju P Mathew



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PRINCIPAL


PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM





Minutes of the meeting held on 16/4/2020.


A meeting of the OBC/minority cell was held on 16/4/20 at 12:45 pm through Google meet. The meeting presided over by principal Dr. Ehey P. Koshy, began with silent prayer. The principal in his introductory remarks emphasised the significance of the cell.


Members present:

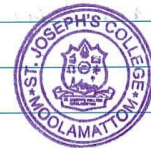
Dr. Ehey P. Koshy 

Dr. Sabukutty M. 

Ms. Sanilba Mathew 

Dr. Arjun P. Mathews 

Mr. Roby Mathew 



The meeting discussed the agenda. Based on the discussions regarding various scholarships, conduct an awareness program for students.

The meeting ended at 1:30 pm with vote of thanks.



7

Minutes of the anti-ragging cell was held on 18th February 2021

The meeting of the anti-ragging cell was held on 18th February 2021 at 4:00 pm in the Seminar hall. The committee overviewed the action taken for the smooth functioning of anti-ragging cell.

Action taken report - As per the decision of the meeting convenor reported that no complaints reported to the cell during the academic year 2020-21.

Anti-ragging posters were displayed on the notice boards of the college, department and other important places. An awareness programme regarding anti-ragging prohibition act was conducted for the first year students.

During the program students were instructed to submit the affidavit.

The following members were present:

Dr. Sabukutty M.C.

Dr. Sr. Srip Francis ^{Mariam}

Dr. S. hobitha Sebastian ^{Sebastian}

Dr. Praveen Joseph ^{Praveen}

Mr. Roby Mathew ^{Roby}



The meeting ended at 4:30 pm with vote of thank by the convenor.



ANNUAL REPORT OF OBC/ MINORITY MONITORING CELL 2020-21

St. Joseph's college Moolamattom provides enormous facilities for OBC /Minority students as per the admission Rules and Regulations. In the year 2020-21 admission process completed after filling all the concerned seats for OBC /Minority students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for OBC /Minority students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to OBC /Minority students.

On September 2 , 2020 Programme was conducted by OBC /Minority Monitoring cell to communicate about various scholarships and reservations through Google meet due to COVID-19 period. It helps to make awareness about how to apply scholarships and various documents need for it.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

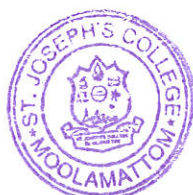
Convenor reported that no complaints were lodged during the academic period.

Date:26/03/2021


Convenor

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM







ST. JOSEPH'S COLLEGE MOOLAMATTOM
ARAKULAM P.O. – 685 591, IDUKKI, KERALA

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Website: stjosephscollegemoolamattom.org

PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:-Constitution of OBC/MINORITY Committee– Appointment of Faculty members –
order issued

=====
Order No. OBC/4/2021

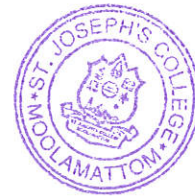
Arakulam

dtd. 8 JULY 2021
=====

CIRCULAR

OBC/MINORITY Committees constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr.Sabukutty MG
2. Ms. Sunitha Mathew
3. Mr. Roby Mathew
4. Dr. Anju P Mathew
5. Dr. Shintu Dennis
6. Dr. Robin John
7. Dr. Praveen Joseph



M. M. M.
PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM ARAKULAM



00 12

Minutes of the meeting held on 00. 20/2/2021

A meeting of the DBC/minority cell held on 20/2/21 at 2:30 pm in the Chavara hall, it began with silent prayer. The principal welcomed the members. The principal emphasized the significance of the cell in our college. to ensure a safe campus for all, particularly the freshers. The meeting discussed the agenda: students don't know about scholarships. So committee decided to give a awareness class about various scholarships, and how to apply for scholarship members present:

Dr. Sabukutty m e s *M. e s*

Ms. Sunitha mathew *P. m s*

Mr. Roby mathew *R. m*

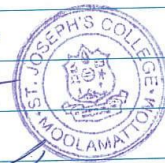
Dr. Anju P mathews *A. p*

Dr. Shanthi Dennis *S. d*

Dr. Robin John *R. j*

Dr. Praveen Joseph *P. j*

Mr. Vinod k's panchayath president *V. k*



The meeting ended at 3:00 pm with the
of thanks








Minutes of the meeting held on 10 November 2021


A meeting of the OBC minority cell was held on 10 November 2021 at 3:00 pm in the Chavara hall. It began with silent prayer. Convener welcomed all the members and discussed previous meeting and reported that no complaints lodged during this academic year 2021-22.


Members present:

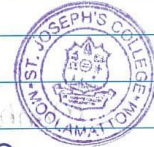
Dr. Sabukutty M.G. 

Ms. Sunitha Mathew 

Dr. Anji P. Mathews. 

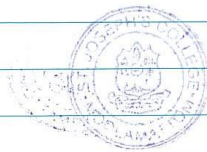
Dr. Shrinu Desrus. 

Dr. Robin John. 



Action taken report: As per the decisions of the previous meeting, conducted an awareness program regarding various scholarships. Many students have benefited from the class...

The meeting ended at 3:30 pm with Vote of Thanks.





ANNUAL REPORT OF OBC/ MINORITY MONITORING CELL 2021-22

St. Joseph's college Moolamattom provides enormous facilities for OBC /Minority students as per the admission Rules and Regulations. In the year 2021-22 admission process completed after filling all the concerned seats for OBC /Minority students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for OBC /Minority students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to OBC /Minority students.

On July , 2021 Programme was conducted by OBC /Minority Monitoring cell to communicate about various scholarships and reservations . It helps to make awareness about how to apply scholarships and various documents need for it.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

Convenor reported that no complaints were lodged during the academic period.

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM
Memon

[Signature]
Convenor

Date:30/03/2022





ST. JOSEPH'S COLLEGE MOOLAMATTOM

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PROCEEDINGS OF THE PRINCIPAL, ST. JOSEPH'S COLLEGE, MOOLAMATTOM

Sub:-Constitution of OBC/MINORITY Committee– Appointment of Faculty members –
order issued

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Order No. OBC/5/2022

Arakulam

dtd. 20 july 2022
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ORDER

OBC/MINORITY Committees constituted in St. Joseph's College Moolamattom and has come in to existence from the date of this order. Following are the members nominated in the Cell.

1. Dr. Sabukutty MG
2. Rev. Dr. Thomas George, CMI
3. Mr. Roby Mathew
4. Dr. Subin Thomas
5. Ms. Sunitha Mathew
6. Dr. Anu Antony
7. Mr. Vinod KS
8. Rev. Fr. Tison Thomas Kocheril
9. Ms. Roopa Jose
10. Ms. Sunitha Mathew



S. N. S.
PRINCIPAL

PRINCIPAL
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKULAM



Minutes of the meeting held on 21/7/2022

A meeting of the OBC/minority cell held on 21/7/2022 at 3.00 pm in the Seminar hall. The meeting was presided over by Principal Dr. Sabulathy. It began with silent prayer. In his introductory remarks, emphasized the significance of the cell to ensure of all, particularly the freshers.

The meeting discussed the agenda. The committee was decided to conduct an awareness programme regarding various scholarships especially for OBC/minority students in the St. Joseph's college.

Members present:

Dr. Sabulathy M.G. *M.G.*

Rev. Dr. Thomas George, CSI

Mr. Roby Mathew. *Roby*

Dr. Subin Thomas. *Subin*

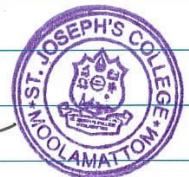
Ms. Sunitha Mathew. *Sunitha*

Dr. Anu Antony. *Anu*

Mr. Vinod K.S. (President of arakulam) *Vinod*

Rev. Fr. Nison Thomas Teacher.

The meeting ended at 3.30 pm with vote of thanks.






16

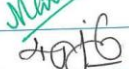
Minutes of the meeting held on 9/3/2023

A meeting of the OBC/minority cell held on 9/3/2023 at 2:30 pm. The principal welcomed all the members, it began with silent prayers. The convenor reported about previous meeting and also reported that no complaints lodged during this academic year 2022-23.


Action Taken report: The awareness class was conducted as decided by the committee. It was very helpful for the students.


members present:


Dr. Subilkuliy M.S. 

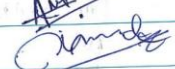
Ms. Roopa Jose 

Ms. Sunitha Mathew 

Mr. Roby Mathew 

Dr. Subin Thomas 

Dr. Anu Antony 

Mr. Vinod K.S. 



The meeting ended at 3:00 pm with vote of thanks





ANNUAL REPORT OF OBC/ MINORITY MONITORING CELL 2022-23

St. Joseph's college Moolamattom provides enormous facilities for OBC /Minority students as per the admission Rules and Regulations. In the year 2022-23 admission process completed after filling all the concerned seats for OBC /Minority students.

And at the same time, college gives different scholarship under government schemes as well as college level to the concerned students for their upliftment. At the class level, each class teachers are taking deep concern for their academic and extracurricular activities.

For academic purpose, teachers are conducting special remedial classes for OBC /Minority students. Mentoring facilities were also made available at the college level. The College gives placement facilities with special reference to OBC /Minority students.

On August ,2022 Programme was conducted by OBC /Minority Monitoring cell to communicate about various scholarships and reservations . It helps to make awareness about how to apply scholarships and various documents need for it.

If complaint found are addressed and the report regarding it is convey to the authority. Awareness program and meetings were organized at regular interval.

Convenor reported that no complaints were lodged during the academic period.

Date:29/03/2023

PRINCIPAL
PRINCIPAL FOR
ST. JOSEPH'S COLLEGE
MOOLAMATTOM, ARAKKULAM P. O

M. S. M.

[Signature]
Convenor

