

**MINUTES OF THE MEETING CONDUCTED BY INTERNAL COMPLAINT COMMITTEE  
HENRY BAKER COLLEGE, MELUKAVU ON 4TH JUNE 2016**

The first meeting of the Internal Complaint Committee was held in June 2016 in Principal's office at 1.00 pm.

**MEMBERS PRESENT:**

1. Prof. Ajitha V R, Department of Hindi (Presiding Officer) *Ajitha*
2. Dr. Beena Paul, Department of History *Beena*
3. Dr. Santo Jose, Department of Commerce *Santo Jose*
4. Thomas Kuruvila, Ministerial Staff Member *Thomas Kuruvila*
5. Shilpa Babu (Student) *Shilpa*
6. Jyothis Sunny (Student) *Jyothis Sunny*

The Committee noted that no complaint of sexual harassment has been received from any student or staff of the college in the year. The committee decided to give awareness to the students of the college about the rules and norms that prevail against sexual harassment and that necessary action would be taken if any complaints are registered.

The Chairperson conveyed her thanks to the members for attending the meeting and the members agreed that the Committee will meet twice a year and also, if need arise. Next meeting of the Committee will be held in the month of April, 2017

*Ajitha*  
Prof. Ajitha V R

**Presiding Officer**

*Sri. Renjit Sebastian*  
Sri. Renjit Sebastian

**Principal**  
Drawing & Disbursing Officer  
Henry Baker College  
Melukavu

