

The image shows the front cover of a book. The cover is primarily a deep red color with a marbled pattern of darker red and brown veins. On the left side, there is a vertical strip of a different material, possibly a textured cloth or fabric, in a slightly darker shade of red. In the center of the cover, there is a white rectangular box containing the title text in a bold, black, sans-serif font.

**ANTI- SEXUAL HARASSMENT
COMMITTEE MINUTES BOOK**

ANTI - SEXUAL HARASSMENT

COMMITTEE MINUTES BOOK

Anti-sexual harassment committee meeting minutes

Date – 19-06-2018

Time – 10 am

Venue – Conference Hall, Al Azhar Dental College

Attendees of the meeting


1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Anjan. Mohan Kumar – Co Ordinator
3. Dr. Arun Thomas – Administrative Officer, Al Azhar Dental College
4. Dr. Sajil John
5. Dr Shiny Joseph
6. Smt. Asena Muhammed

Agenda -- To formulate the committee and its guidelines.



The first meeting of the anti-sexual harassment committee of 2018-2019 was called to order on 19th June, 2018 at 10 am at the Principal's Office, presided by the Principal, Dr. V. A. Afzal.

The Principal heartily welcomed the members to the committee and wished everyone to work together to make our campus safe for one and all. Dr. Anjana Mohan Kumar was selected as the co-coordinator of the committee. The Chairperson then asked the members to discuss and formulate the guidelines for the working of the committee. The Chairperson asked the members to submit the guidelines by the next meeting which was scheduled for the month of October 2018.

The meeting was adjourned at 12.30 pm and refreshments were served.


Prof. Dr. Harley Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605




Co-ordinator

Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpilichira P.O., Thodupuzha-685 605

Date – 09-10-2018

Time – 10am

Venue – Principal office, Al Azhar Dental College

Attendees of the meeting

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Anjana Mohan Kumar – Co Ordinator
3. Dr. Arun Thomas – Administrative Officer, Al Azhar Dental College
4. Dr. Sajil John
5. Dr Shiny Joseph
6. Smt Aseena Muhammed

Agenda – Discussion of committee guidelines.


The second meeting of the anti-sexual harassment committee was called to order on 09th October 2018 at 10 am at the Principal's Office, presided by the Principal, Dr. V. A. Afzal.

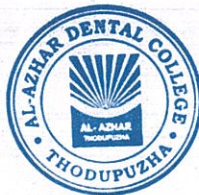
The minutes of the previous meeting were read and approved by the committee. The guidelines were proposed and seconded by Dr. Arun Thomas and the members raised few questions and suggestions. Necessary corrections were made in the guidelines after approval from the members. The approved guidelines were submitted to the Principal. Dr Afzal congratulated the team on the submission of the guidelines on schedule and asked the committee members to work together in the same way for the betterment of the college. Steps to create awareness against sexual harassment were discussed.

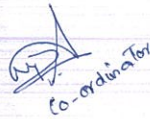
The meeting was adjourned at 12.30pm and refreshments were served.

Action taken report of the previous meeting

1. Approval of guidelines
2. Formulation of working committee.


Prof. Dr. Harvey Thomas MDS
Principal
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Prof. Dr. V.A. AFZAL., M.D.S.
Principal
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Anti-sexual harassment committee meeting minutes

Date – 05-02-2019

Time – 10am

Venue – Principal Office, Al Azhar Dental College

Attendees of the meeting

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Anjana Mohan Kumar – Co Ordinator
3. Dr. Arun Thomas – Administrative Officer, Al Azhar Dental College
4. Dr. Sajil John
5. Dr Shiny Joseph
6. Smt Aseena Muhammed

Agenda – To create awareness about sexual harassment within the campus.

The meeting of the anti-sexual harassment committee was called to order on 05th February, 2019 at 10 am at the Principal's Office, presided by the Principal, Dr. V. A. Afzal

Chairperson welcomed all the participants of the meeting. Dr. Sajil John emphasized that in order to create awareness among staff and students, it will be good to put up banners/posters/notices in conspicuous places defining sexual harassment in the campus, especially at places like cafeteria, washrooms, locker rooms, common rooms, hostel, etc. It was also decided that the banners should include phone number of the members in the notice so that anyone who wants to complain can do so without any hesitations or even anonymously. All the members agreed to this suggestion and chairperson asked Dr Arun Thomas to arrange for the same.



The meeting was adjourned at 12 pm and refreshments were served.

Action taken

1. Proposal to create awareness about sexual harassment was approved.


Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
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Co-ordinator

Prof. Dr. V.A. AFZAL., M.D.S.
Principal
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Anti-sexual harassment committee meeting minutes

Date – 15-10-2019

Time – 10am

Venue – Principal Office, Al Azhar Dental College

Attendees of the meeting

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Anjana Mohan Kumar – Co Ordinator
3. Dr. Arun Thomas - Administrative Officer, Al Azhar Dental College
4. Dr. Sajil John
5. Dr Shiny Joseph
6. Smt Aseena Muhammed

Agenda – Discussion on the working of the committee.


The meeting of the anti-sexual harassment committee was called to order on 15th October, 2019 at 10 am at the Principal's Office, presided by the Principal, Dr. V. A. Afzal.

Chairperson welcomed all the participants to the Meeting. The minutes of the previous meeting were read and approved. Dr Arun mentioned that the banners and posters were ready and will be displayed on various select locations in the college. It was mentioned by the co-coordinator that no complaints were registered with the committee in the last academic session. Chairperson then discussed the general functioning of the committee and all were satisfied with the same and no changes were suggested in the guidelines.


The meeting was adjourned at 12 pm and refreshments.

Action taken

1. Banners and posters were displayed on selected locations.
2. Phone numbers of committee members were clearly displayed for emergency contact.


Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
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Prof. Dr. V.A. AFZAL., M.D.S.
Principal
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Anti-sexual harassment committee meeting minutes

Date – 31-01-2020

Time – 10am

Venue – Principal Office, Al Azhar Dental College

Attendees of the meeting

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Anjana Mohan Kumar – Co Ordinator
3. Dr. Arun Thomas – Administrative Officer, Al Azhar Dental College
4. Dr. Sajil John
5. Dr Shiny Joseph
6. Smt Aseena Muhammed

Agenda – To keep a complaint box in the campus for receiving complaints.


The meeting of the anti-sexual harassment committee was called to order on 31st January, 2020 at 10.am at the Principal's Office, presided by the Principal, Dr. V. A. Afzal

Chairperson welcomed all the participants to the Meeting. The minutes of the previous meeting were read and approved. Dr. Shiny Joseph suggested that a compliant box/drop box to be kept in the college so that it will be easy for staff and students to make a complaint anonymously. All the members agreed to this suggestion and it was decided that the complaint box be kept near the office.



The meeting was adjourned at 12 pm and refreshments.

Action taken

- 1.General working of the committee was discussed and found to be satisfactory.


Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
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Co-ordinator

Prof. Dr. V.A. AFZAL., M.D.S.
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Anti-sexual harassment committee meeting minutes

Date – 22-12-2020

Time – 10am

Venue – Principal Office, Al Azhar Dental College

Attendees of the meeting

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Anjana Mohan Kumar – Co Ordinator
3. Dr. Amal E A - Administrative Officer, Al Azhar Dental College
4. Dr. Sajil John
5. Dr Shiny Joseph
6. Smt Aseena Muhammed

Agenda – Welcome new member to the committee


The meeting of the anti-sexual harassment committee was called to order on 22nd December, 2020 at 10 am at the Principal's Office, presided by the Principal, Dr. V. A. Afzal

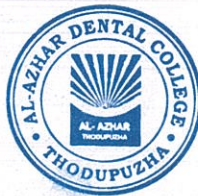
Chairperson welcomed all the participants to the Meeting. The minutes of the previous meeting were read and approved. The new member, Dr Amal E A was heartily welcomed by Dr Afzal. He also commented that no complaints were registered with the committee till date. Members suggested reformulating the guidelines.


The meeting was adjourned at 12 pm and refreshments.

Action taken

1. Complaint box kept near the office for easy access.


Prof. Dr. Harvey Thomas MDS
Principal
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Prof. Dr. V.A. AFZAL., M.D.S.
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Anti-sexual harassment committee meeting minutes

Date – 19-08-2021 (Thursday)

Time – 10am

Venue – Conference Hall, Al Azhar Dental College

Attendees of the meeting

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Anjana Mohan Kumar – Co Ordinator
3. Dr. Amal E. A- Administrative Officer, Al Azhar Dental College
4. Dr. Sajil John
5. Dr Shiny Joseph
6. Dr Beulah Mary Bejoy
7. Smt Aseena Muhammed

Agenda – To welcome new member to the committee and to reformulate the guidelines for the committee.


The meeting of the anti-sexual harassment committee was called to order on 19th August 2021 at 10 am at the Principal's office, presided by the Principal, Dr. V. A. Afzal.

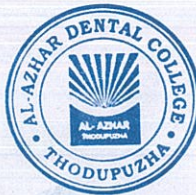
The Chairperson welcomed Dr. Beulah Mary Bejoy to the committee. The Coordinator Dr Anjana Mohankumar spoke about the need to reformulate the existing guidelines of the committee and it was decided that the reformulated guidelines will be submitted to the chairperson in the next meeting.

The meeting was adjourned at 12.30 pm and refreshments were served.

Action taken

1. Discussion on reformulation of guidelines.


Prof. Dr. Harvey Thomas MDS
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Prof. Dr. V.A. AFZAL., M.D.S.
Principal
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Anti – sexual harassment cell committee meeting minutes

Date – 25-11-2021 (Thursday)

Time – 10am

Venue – Conference Hall, Al Azhar Dental College

The committee members present: -

1. Dr. Harvey Thomas –Principal Al Azhar Dental College – Chairperson
2. Dr. Anjana Mohan Kumar – Coordinator
3. Dr. Amal E. A – Administrative Officer, Al Azhar Dental College
4. Dr. Augustine Daniel
5. Dr. Shiny Joseph
6. Dr. Vinni Mary Oommen
7. Dr. Beulah Mary Bejoy
8. Mr. Jibumon C


Agenda – Welcoming the new Chairperson and handing over the reformulated guidelines of the committee to the chairperson.

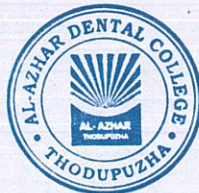
The meeting of the anti-sexual harassment cell committee was called to order at the Principal's Office on November 25th 2021 at 10.30am. The session was chaired by Dr. Harvey Thomas, Principal, Al Azhar Dental College.

The coordinator of the committee Dr. Anjana Mohan Kumar welcomed the new chairperson to the committee. The minutes of the previous meeting, were read and approved. The coordinator then outlined the changes made in the guidelines and working of the committee to all the members and officially handed over the same to the Chairperson. Dr. Amal E.A said that the posters on Anti-sexual harassment which were already placed within the campus were faded and dull. It was decided to change them and place new posters. Proposal to organize awareness programmes regarding anti-sexual harassment were discussed. The meeting adjourned at 11.45 am and refreshments were served.

Action taken

1. Approval of reformulated guidelines of the committee


Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
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Co-ordinator

Anti – sexual harassment cell committee meeting minutes

Date – 03-03-2022 (Thursday)

Time – 11am

Venue – Conference Hall, Al Azhar Dental College

The committee members present: -

1. Dr. Harvey Thomas –Principal, Al Azhar Dental College – Chairperson
2. Dr. Anjana Mohan Kumar – Coordinator
3. Dr. Amal E. A – Administrative Officer, Al Azhar Dental College
4. Dr. Sajil John
5. Dr. Augustine Daniel
6. Dr. Shiny Joseph
7. Dr. Vinni Mary Oommen
8. Dr. Beulah Mary Bejor
9. Mr. Jibumon C
10. Smt. Aseena Muhammed
11. Smt. Greeshma Kuriakose

Agenda – Reconstitution of the committee members, to display new posters on anti-sexual harassment in the college campus and discussion of any issues with respect to the committee.

The meeting of the anti-sexual harassment committee was called to order at the Principal's Office on March 3rd 2022 at 11am. The session was chaired by Dr Harvey Thomas, Principal, Al Azhar Dental College.

The minutes of the previous meeting, was read by Dr Anjana Mohankumar and approved by the members. The committee was reconstituted and new member was added. Chairperson welcomed all the members warmly and advised all to continue working as a team for the welfare of the institution. General discussion on the functioning of the committee was done. The meeting adjourned at 12.30 pm.

Action taken

1. Replacement of all the posters with new ones.

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



Co-ordinator

Anti – sexual harassment cell committee meeting minutes

Date – 22-11-2022 (Thursday)

Time – 11.30am

Venue – Conference Hall, Al Azhar Dental College

The committee members present: -

1. Dr. Harvey Thomas –Principal, Al Azhar Dental College – Chairperson
2. Dr. Anjana Mohan Kumar – Coordinator
3. Dr. Amal E. A – Administrative Officer, Al Azhar Dental College
4. Dr. Sajil John
5. Dr. Vinni Mary Oommen
6. Mr. Jibumon C
7. Smt. Aseena Muhammed
8. Smt. Greeshma Kuriakose


Agenda – Conducting programs for creating awareness regarding sexual harassment among students and staff.

The meeting of the anti-sexual harassment committee was called to order at the Principal's Office on November 22nd 2022 at 11.30 am. The session was chaired by Dr Harvey Thomas, Principal, Al Azhar Dental College.

The minutes of the previous meeting, was read by Dr Anjana Mohankumar and approved by the members. Chairperson commented on the reduction of the number of members as many staff had left the college. Discussion on new members being added to the committee was approved by all. Dr. Amal informed that the new posters were getting ready and will be displayed in the college very soon. Dr Vinni suggested that awareness creation is very important among students and staff and for that resource persons can be invited to give talks. This suggestion was also approved by all. The meeting adjourned at 1pm after refreshments.

Action taken

1. Committee was reconstituted.


Prof. Dr. Harvey Thomas MDS
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co-coordinator