



Rashtreeya Sikshana Samithi Trust

## R.V.INSTITUTE OF MANAGEMENT

CA-17, 36<sup>th</sup> CROSS, 26<sup>th</sup> MAIN, 4<sup>th</sup> T BLOCK, JAYANAGAR, BANGALORE – 41

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Ref: /RVIM/MBA/2021-22

Date: 25.07.2021

### CIRCULAR

This is to inform all the members of the committee that a meeting is scheduled at 2 pm on Monday, 26<sup>th</sup> July 2021 in the Placement Board Room, RVIM.

#### Agenda:

1. To create awareness among the students towards prevention of sexual harassment.
2. To promote gender sensitization
3. Any other issues

Sl No	Name of the Members	Designation	Signature
1	Dr Anupama K Malagi	Professor & Convenor	
2	Prof Uma Sharma	Asst Professor, Member	
3	Ms Anupama S M	Librarian Member	
4	Ms Mary Reena	Office executive Member	

Convenor

Director



## Minutes of the Meeting

Date: 26.07.2021

Time: 2.00pm-3.00pm

Venue: Placement Board Room


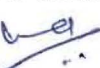
### Members Present:

1. Dr Anupama K Malagi
2. Prof Uma Sharma
3. Ms Anupama S M
4. Ms Mary Reena

The convenor, Dr Anupama K Malagi extended a warm welcome to all the members. The following points were discussed during the meeting:

1. The members had enquired with the students, student council members and also the hostel wardens about any issues pertaining to sexual harassment and observed that there were no such cases reported.
2. The members discussed about the need for creating awareness amongst the students regarding gender sensitization and also prevention of sexual harassment.
3. The members decided on a **plan of action** regarding the awareness programs for the students as follows:
  - To organise a POSH workshop for the benefit of students and faculty members during the II Sem - Tentatively- 2<sup>nd</sup> week of September 2021
  - To organise an awareness session( play/ skit/mime etc) as part of the orientation for the new batch of MBA students- Tentatively Oct/Nov 2021
4. The members decided to submit a proposal to have a POSH consultant on board
5. The members decided to prepare a policy document pertaining to prevention of sexual harassment and include Dos and Don't's to be communicated to the students.

The members accepted the following responsibilities:

Sl No	Name of the Member	Responsibility	Time line	Signature
1	Dr Anupama K Malagi	Scheduling & conducting the meetings regularly & recording the minutes	Minutes to be prepared and shared within 2 working days after the meeting	
2	Prof Uma Sharma	To organise awareness sessions &	2 <sup>nd</sup> week of Sept & 2 <sup>nd</sup>	

		POSH workshop	week of Oct/Nov 2021	
3	Ms Anupama S M	To design the policy document in consultation with the members	Sept 2021	<i>Anupama</i>
4	Ms Mary Reena	To co-ordinate with Prof Uma Sharma in arranging the awareness sessions & workshop and help in documentation	2 <sup>nd</sup> week of Sept & 2 <sup>nd</sup> week of Oct/Nov 2021	<i>Reena</i>

The meeting concluded with the convenor thanking all the members.

*[Signature]*  
Convenor

*[Signature]*  
Director  
