

R V Institute of Management

CA - 17, 36th Cross, 26th Main, 4th T Block, Jayanagar, Bangalore 41

Date: January 10, 2013

Minutes of the Meeting

A meeting was held by sexual harassment cell team members on January 9, 2013 from 4: 00 pm to 5:30 pm in the Placement cell.

The points of discussion were:

- **Formulation of the policy**
- **Team Members to the Cell**
- **Importance of the Policy**
- **Procedure to be followed**

The meeting was presided over by Director and the following members of the faculty were present in the meeting:

1. Ms. Divya Mohan Rao
Assistant Professor, RVIM
2. Ms. Pushpa M
Assistant Professor, RVIM
3. Ms. Rangalakshmi B A
Non teaching staff (Accountant), RVIM
4. Smt. Jayamma
Group D, Staff

Director welcomed the faculty members who were present in the meeting and the meeting was commenced with a silent prayer.

Minutes:

- **Formulation of the policy** – The sexual harassment cell came into effect on January 10, 2013. This was informed to the team member during this meeting. He also briefed us on how RVIM will provide an educational, environment free of sexual harassment to their students.
- **Team Members to the Cell** – The team was formulated and roles and process was explained to the team. The cell meetings will be done once in a year or on a situational basis.
- **Importance of the Policy** – The Director gave us an insight on sex discrimination will not be tolerated in our Institution.





Rashtreeya Sikshana Samithi Trust

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R.V. INSTITUTE OF MANAGEMENT

CA-17, 36TH CROSS, 26TH MAIN, 4TH T BLOCK, JAYANAGAR, BANGALORE - 41
Ph: 080-26547048 Fax: 26654920 website:rvim.in, email : contact@rvim.in

Date : 19/12/2014

Circular

This is to inform the below mentioned members of Prevention of Sexual Harassment, a meeting is scheduled at 12.00 noon on 24th December 2014 in the Board Room of the Institution. Kindly make yourself convenient to attend the meeting positively.

Sl. No.	Name of the Member	Designation	Signature
1	Smt. Divya Mohan Rao	Asst. Professor	
2	Smt. Pushpa M	Asst. Professor	
3	Smt. Rangalakshmi B A	Accounts Asst.	
4	Smt. Jayamma	Group-D Staff	



Director.

Prevention of Sexual Harassment cell.

Sl. No.	Name of the Member	Designation/Category	Signature
01	Sri S.M. Balakrishna	Member RVIM GC	
02	Sri Chandrashekar Raju	— II —	
03	Dr. T.V. Raju	Director RVIM	
04	Smt. Divya Mohan Rao.	Assistant Professor, RVIM.	
05	Smt. Pushpa M.	Assistant Professor, RVIM.	
06	Smt. Rangalakshmi B.A.	Non-Teaching Staff member.	
07	Smt. Jayamma	Group D Staff member	

Minutes of Meeting

R V Institute of Management, Sexual Harassment Cell team members held a meeting on January 23rd 2015 between 10:00 am to 10:30 am in Basement Computer Lab-3, RVIM campus. Meeting started with a silent prayer by all team members. Members of the committee discussed about the issues in the campus. Members also enquired few girl students and boys students as well to know if any harassment cases. Students did not claim any complaints. Since there were nil complaints from students and staff, meeting included about the policy highlights and the procedure was revised once again for the clear understanding of all team members. Ms. Pushpa concluded the meeting with vote of thanks.

Members present for the meeting:

1. Ms. Pushpa M

Pushpa

Asst. Prof, RVIM

2. Ms. Divya Mohan Rao

Divya Rao

Asst. Prof, RVIM

3. Ms. Rangalakshmi B A

B.A. Rangalakshmi

Accountant, RVIM

4. Smt. Jayamma

Jayamma

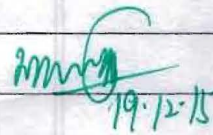


Group D staff

23/01/2015



This is to inform all the members of the committee that, a meeting is scheduled at 03:30pm on 19th Dec 2015 in the Board ~~of~~ room of the Institute.

Kindly make yourself convenient to attend the meeting positively.

Sl.No.	Name of the Member	Designation.	Signature
01.	Sri S.M. Balakrishna	Trustee RSSI	S.M. Balakrishna
02.	Sri. Chandrashekar Raju . A.C	Trustee RSSI	
03.	Dr. J.V. RAJU	Director RVIM	 19.12.15
04.	Smt. Bhavya Vikas.	Asst Professor RVIM	
05.	Smt. Das Sangita Hemant	Asst Professor RVIM	
06.	Smt. Rangalakshmi BA.	Accounts Asst RVIM	B.A. Rangalakshmi
07.	Smt. Suvarna	Gr D Staff RVIM	SOUARNA



The Minutes of the cell for Sexual Harassment Meeting is as follows:-

1. The team has been restructured to include representation from teaching and non-teaching staff members.
2. The need to bring in clarity on the meaning of sexual harassment was focused upon.
3. The cases that can be categorized under the term 'sexual harassment' were discussed.
4. The need for creating awareness amongst students and employees on sexual harassment was stressed upon.
5. Various programmes like guest lectures, role play, skits, street play & mime were suggested by the cell members with an objective of creating awareness about the existence of the cell in the Institute.
6. A Panel discussion consisting of lady Advocate, lady police officer and Counselor from Makkal Sahaya on issues relating to sexual harassment was also planned by the members of the cell.

Date of Meeting: December 19, 2015.

Members Present.

Dr. T. V. Raju.

Ms. Bhavya Vikas

Ms. Das Sangita Hemant.




Ms. Rangalakeshmi. B. A.

Smt. Suvarna.



CIRCULAR

The cell has been restructured with two new members as mentioned below, since those positions were vacante, due to relieving of two members of cell on their personal reason.

Sl No.	Name of the Members.	Designation	Signatures.
01.	Sri S.M. Balakrishna	Trustee RSST	S.M. Balakrishna
02.	Sri Chandrashekar Raju. A.C.	Trustee RSST	
03.	Dr. T.V. Raju.	Director RVIM	
04.	Dr. Noor Firdous Jahan	Professor RVIM	
05.	Mrs. Anitha D'Silva.	Br. Asst Professor RVIM	
06.	Smt. B.A. Rungalakshmi	Accounts Asst RVIM	B.A. Rungalakshmi
07.	Smt. Suvarna	Gr-D. Staff RVIM	SUVARNA



12.30pm, SATURDAY, JUNE 24, 2017.

24/06/2017

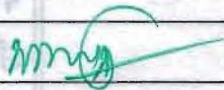


CIRCULAR

This is to inform all the members of the committee, that, a meeting is scheduled at 12.30pm on Saturday 24th JUNE 2017 in the Board room of the Institute.

Kindly make yourself convenient to attend the meeting positively

Agenda of the meeting :-

- 1) About Prevention of Sexual Harassment & Redressal.
- 2) Any other matter with permission of the Chair.

SL NO	NAME OF THE MEMBERS	DESIGNATION	SIGNATURES.
01	Sri.S.M. Balakrishna.	Trustee, R.S.S.T.	S.M. Balakrishna
02	Sri.Chandrashekar. Raju A.C	Trustee, R.S.S.T.	
03	Dr. T.V. Raju	Director, RVIM.	
04	Dr. Noor Firdoos Jahan	Professor, RVIM.	
05	Ms Anitha D'Silva.	Sr. Asst Professor, RVIM.	
06	Ms. B.A. Rangalakshmi	Accounts Asst, RVIM.	B.A. Rangalakshmi
07	Ms. Suvarna.	Group D. staff, RVIM. SUVARNA	SUVARNA



- MINUTES OF THE MEETING -

Director welcomed the members of the committee for the meeting and the meeting commenced with Silent Prayer.

Respected Director asked all the committee members to introduce themselves. Further all the committee members introduced themselves in the meeting.

- The cases that can be categorised under the term "Sexual Harassment" were discussed.
- The need for creating awareness amongst students and employees on "Sexual Harassment" was stressed upon.
- The committee also discussed in the meeting; the need for various programmes like guest lectures, Nimes, Skits, Role-plays to create awareness. These programmes can be conducted with by coordinating with the CSR Wing of the Institute.
- The committee members felt that, there were no cases until now, & which were under the purview of "Sexual Harassment" this was possible because of the values, culture & norms of the Institute.
- Lot of importance is given to the time management, mutual respect etc. & the students are trained in the above.
- The meeting concluded with a vote of thanks by the Smt. Anitha D Silva, Madam.



4.00pm, ~~Mon~~ FRIDAY, MARCH 02, 2018

02/03/2018





CIRCULAR

This is to inform all the members of the committee, that a meeting is scheduled at 4.00pm on Friday 02nd March, 2018 in the Boardroom of the Institute.

Kindly make your self convenient to attend the meeting positively.

Agenda of the meeting :

- 1) About prevention of Sexual Harassment & Redressal.
- 2) New committee members
- 3) Any other matter with permission of the Chair.

S.L.No	NAME OF THE MEMBERS	DESIGNATION	SIGNATURES
01	Dr. Purushottam Bung	Professor & Director RVIM, Bangalore	
02	Dr. Noor Firdous Jahan	Professor, RVIM	
03	Dr. Anupama .Jr. Malagi	Associate Professor RVIM, Bangalore	
04	Mrs. Anitha D'silva	Sr. Asst Professor RVIM, Bangalore	
05	Smt. Anupama . S. M	Librarian, RVIM	Anupama
06	Smt. Geetha.	Group D Staff, RVIM	Geetha



- MINUTES OF THE MEETING -

Director welcomed the members of the committee for the meeting and the meeting commenced with silent prayer.

All the committee members discussed about the issues in the campus. The committee members had enquired with the students, class representatives & the RV Hostel Wardens (Boys & Girls) about any issues regarding to Sexual Harassment if any. There were no reported cases under the purview of the Sexual Harassment. Further the members of the committee discussed on the topics as below:

- The need for creating awareness amongst students & employees on "Sexual Harassment" was stressed upon. The students can also discuss any issues regarding the above amongst their mentors & mentors have to represent ~~the~~ on behalf of the students.
- The cases that can be categorised under the term "Sexual Harassment" were discussed.
- The committee members felt that, there were no cases until now which come under the purview of "Sexual Harassment". This was possible because of the values, culture & norms of the Institute.
- The committee also discussed in the meeting, the need for various programmes like Guest lectures, Mimes, & KITS, Role-plays to create awareness. These programmes can be conducted by co-ordinating with the CSR wing of the Institute.
- Lot of importance is given to the time management, mutual respect etc, & the students are trained for the time mgmt, self-govern discipline etc.
- The meeting concluded with a vote of thanks by Dr. Moor Prasad.