

Meeting minutes for Academic year - 2018-19

Date: June 10 - 2018

Time: 10 AM

Venue: Seminar hall, Kottakkal Farook Arts & Science College.

✓ Attendees: -

- 1 Prof: M. Abdul Azeez (principal) Chairman
- 2 Mohammed Labab. M (vice principal) convenor
- 3 Sreenath. M (HOD Dept of English) Member
- 4 Nafeesa. VP (HOD Dept of Economics) Member
- 5 Sampreeth TM (HOD Dept of Political Science) Member
- 6 Aboobaker Kutty Naha (HOD Dept of Mathematics) Member
- 7 Mubarak. N. (HOD - Dept of Physics) member
- 8 Nandini PC (HOD Dept of Commerce) member
- 9 Samshir - K. (HOD Dept of Physical Education) member

Agenda:

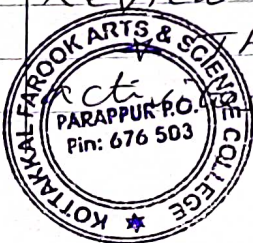
- 1 Reconstitution of Anti-Ragging Cell for the academic year 2018-19
- 2 Review of the previous year's actions and outcomes
- 3 Planning and course of action for the academic year 2018-19
- 4 Any other business.

Minutes: - 1. Reconstitution of the Anti-Ragging Cell

* The principal welcomed the members and announced the reconstitution of the Anti-Ragging Cell for the academic year 2018-19 as per the nominations made by the College Council

(meeting reference: KEASC/CC/MINUTES/2018-19/2018/01)

2. Review of previous year's Actions and outcomes: The Convenor presented a review of the and measures taken in the previous -



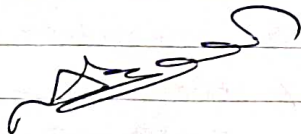
academic year. It was noted that there were no reported cases of ragging, indicating the effectiveness of the cell's initiatives.

3 Planning and Course of Action for 2018-19

- * Conduct an awareness programme for freshers and their parents during the orientation session
- * Organize workshops and seminars involving external experts to educate students on the consequences of ragging.
- * Regularly monitor canteen premises, parking lot, and student centre.
- * Establish a 24x7 helpline number for students to report any incidents of ragging
- * Display anti-ragging posters and banners at prominent locations within the campus
- * Collaborate with local law enforcement to ensure swift action in case of any ragging incidents

4 * Any other Business;

- * The cell decided to meet to review the progress and address any emerging issues whenever required
- * The principal emphasized the importance of creating safe and conducive environment for all students.



Prof. M. ABDUL AZEEZ
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Patrol Report of the Anti-Ragging Committee/Squad

Date: March 15 2019.

Time: 10:00 AM - 2 PM.

Patrolling team:-

1. Prof: M. Abdul Aziz (Principal) Chairman
2. Mohammed Labab. M (Vice Principal) Convener
3. Sreenath. M (HOD Dept of English) member
4. Nafees T. VP (HOD Dept of Economics) Member
5. Sampreeth TM (HOD Dept of Political Science) member

Patrol Areas Covered:-

- 1 Academic blocks
- 2 Student Hostels
- 3 Cafeteria
- 4 Library
- 5 Recreation Areas

Observations:-

- * 1. Academic blocks:- No incidents of Ragging were reported; students were attending classes.
- * Student Hostels:- A minor altercation involving Senior and junior students was reported. No physical harm occurred.
- * Cafeteria:- Peaceful, students were engaged in social activities.
- * Library:- Quiet and orderly. No ragging incidents reported.
- * Recreation Areas:- Active student engagement with no reports of ragging.

Action taken:-



Conducted Counseling sessions for students involved.

- in the hostel altercation
- 2 Hostel Area:- Interaction with hostel warden revealed no complaints of ragging from the residents
 - * Random room checks showed no signs of ragging activities
 - 3 Canteen:-

The atmosphere were peaceful, with student having their meals and socializing without any issues.
 - 4 Library:-

The environment was quiet and conducive to studying. No ragging incidents were reported by the library staff.
 - 5 Sports Complex:-

Students were actively engaged in sports activities. Coaches confirmed no ragging incidents
 - 6 Common Areas:-

Patrolling in courtyards and student centers showed a friendly and respectful interaction among students. No signs of ragging were found

Action taken:-

- 1 Awareness programmes:-
 - * Distributed pamphlets on anti-ragging measures and helpline numbers to students in common areas.
 - * Scheduled anti-ragging seminars to be conducted next week by an external expert to reinforce the anti-ragging message.
- Increased vigilance:-
 - * Instructed the hostel warden and security staff



to be extra vigilant during late hours.

- * Decided to install additional CCTV cameras in hostel corridors and Common areas for better monitoring

3 Student Support = -

- * Set up a Confidential drop box in the library for students to report any ragging incidents anonymously.
- * ~~Rein~~ Reinforced the availability of the 24/7 helpline for reporting ragging incidents.

4 Coordination with Authorities = -

- * Conducted local law enforcement to ensure their cooperation in case of any reported ragging incidents.
- * Arranged a meeting with student representatives to discuss their concerns and suggestions regarding Campus safety.
- * Increased vigilance and night-time patrols in hostel areas.
- * Organized an anti-ragging awareness seminar for all students
- * Displayed anti-ragging posters and helpline numbers in prominent locations.

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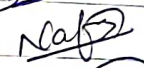

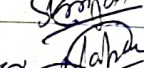


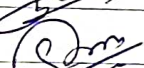
End of year meeting - 2018-19

Date: April 30 2019

Time: 10 AM

Venue: Seminar Hall - Kottakkal Farook Arts & Science College

Attendees:-

1. Prof. M. Abdul Azeez (Principal) Chairman 
2. Mohammed Labab. M (Vice Principal) Convenor 
3. Sreemath (HOD Dept of English) Member 
4. Najeesa. UP (HOD Dept of Economics) Member 
5. Sampreeth TM (HOD Dept of Political Science) Member 
6. Aboobacker Kutty Naha (HOD Dept of Mathematics) member 
7. Mubarak. N. (HOD Dept of Physics) Member 
8. Nandini. PC (HOD Dept of Commerce) Member 
9. Samsher. K (HOD Dept of Physical Education) Member 

Agenda:-

1. Assessment of the performance of Anti-ragging Cell
2. Evaluation of the actions taken during the academic year
3. Patrol report
4. Suggestions for the next Academic year

Minutes:-

1. Assessment of the Performance:

- * The Principal opened the meeting by highlighting the importance of assessing the cell's performance
- * The Convenor presented a detailed report, indicating that no incidents of ragging were reported during the academic year. This success was attributed to the efforts of the Anti-ragging Cell.



uled to effective awareness programs and constant vigilance.

2. Evaluation of Action Taken:-

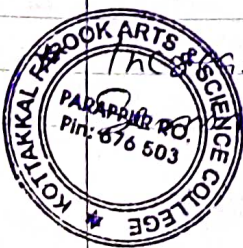
- * Awareness programs conducted for freshmen were well-received, with active participation from both students and parents.
- * Workshops and Seminars were organized, featuring experts who educated students about the legal and psychological consequences of ragging.
- * Regular monitoring of key areas within the campus helped deter potential ragging incidents.
- * The 24/7 helpline number was maintained and widely publicized, ensuring students had a reliable means to report any issues.
- * Anti-ragging posters and banners were displayed at strategic locations, reinforcing the zero-tolerance policy.

3. Postal Report:

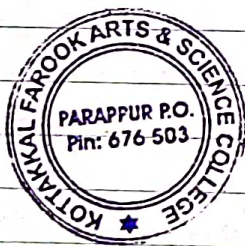
- * Regular patrols were conducted throughout the year, focusing on hostels, common areas, and secluded spots.
- * The patrol team reported no significant incidents but noted a few instances of minor verbal disputes, which were promptly addressed.
- * Increased visibility of patrol team acted as a deterrent against potential ragging.

4. Suggestions for next Academic year:-

1. Increase the frequency of workshops and seminars to ensure continued awareness.



- * The 24/7 helpline number was maintained and widely publicized, ensuring students had a reliable means to report any issues.
- * Anti-ragging posters and banners were displayed at strategic locations, reinforcing the zero-tolerance policy.
- * Develop a more interactive orientation programme with role-playing activities to demonstrate the negative effects of ragging.
- * Enhance collaboration with local law enforcement to include more frequent campus visits.
- * Introduce anonymous feedback mechanism for students to report any concerns without fear or retribution.



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