

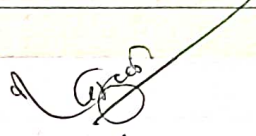
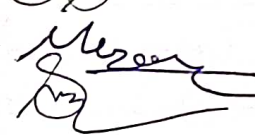
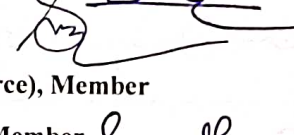
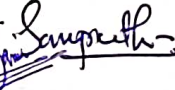
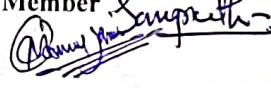
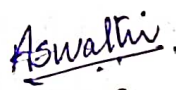
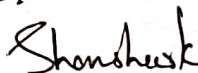
Meeting minutes for the academic year 2023-24

Date: June 1 2023

Time: 10-AM

Venue: Conference Hall - Kottakkal Farook Arts & Science College.

Attendees :-

1. Prof. M Abdul Azeez (Principal), Chairman 
2. Mohammed Labeeb M (Vice-Principal), convenor 
3. Sreenath (HOD, Dept of English), Member 
4. Dr. P M Habeeb Rahman (HOD, Dept of Commerce), Member
5. Sampreeth TM (HOD, Dept of Political Science) Member 
6. Dr. Chithra M (HOD, Dept of Botany), Member 
7. Suhail K (HOD, Dept of Physics), Member
8. Aswathi K T (HOD, Dept. of Economics), Member 
9. Samsheer K (HOD, Dept of Physical Education), member 

Agenda:

- 1 Welcome and introduction
- 2 Review of the previous year's performance and lessons learned
- 3 Planning awareness programs and workshops
- 4 Establishing patrol schedules
- 5 Any other business

Minutes:-

- 1 welcome and introduction

* The principal welcomed all members and emphasized the importance of anti-ragging cell in maintaining a safe and supportive campus environment



2. Review of previous year's performance:

- * The Convener presented a Summary of the previous year's activities noting the success in maintaining a ragging free Campus
- * Key lessons included the effectiveness of digital Platforms for awareness and the importance of regular patrol

3 Planning Awareness programs and workshops -

- * It was decided to Continue with both virtual and in-person workshops focusing on the legal, social, and psychological impact of ragging
- * A calendar of events was proposed including an orientation session for freshers

4 Establishing Patrol Schedules.

- * A patrol schedule was established, ensuring regular monitoring of hostels, Common areas and other potential hotspots.
- * The Patrol team was encouraged to increase visibility, particularly during the first few months of the academic year

5 Any other business:-

- * The Committee discussed the possibility of collaborating with local NGOs and law enforcement to further enhance awareness programs
- * The need for continuous training of faculty and staff on anti-ragging measures was highlighted




Prof. M. ABDUL AZIZ
PRINCIPAL
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE
PARAPPUR(P.O) - 676 503


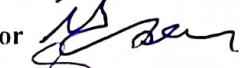
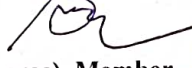


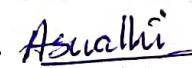
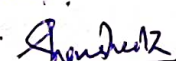
Special Anti-Ragging Cell meeting minutes.

Date: July 28-2023

Time: 10.00 AM

Venue: Conference Hall - Kottakkal Farook Arts and Science College.

Attendees:-

1. Prof. M Abdul Azeez (Principal), Chairman 
2. Mohammed Labeeb M (Vice-Principal), convenor 
3. Sreenath (HOD, Dept of English), Member 
4. Dr. P M Habeeb Rahman (HOD, Dept of Commerce), Member 
5. Sampreeth TM (HOD, Dept of Political Science) Member
6. Dr. Chithra M (HOD, Dept of Botany), Member 
7. Suhail K (HOD, Dept of Physics), Member
8. Aswathi K T (HOD, Dept. of Economics), Member 
9. Samsheer K (HOD, Dept of Physical Education), member 

Agenda:-

- 1 Review of the Complaint against Marvan Malyakkal and Ten other students
- 2 Preliminary investigation findings and immediate action taken
- 3 Recommendation for further disciplinary actions
- 4 Consideration of reconciliation letter signed by both parties



Minutes:—

1 Review of the Complaint:—

- * Principal Prof. M. Abdul Azeem initiated the meeting to discuss the Complaint filed against Marvam maliyakkal and ten other students. For man handling and attacking Asa Sudan, a junior student on July 26-2023
- * The incident occurred at 1.10 PM inside the Campus and resulted in severe physical harm to Asa Sudan

2 Preliminary investigation findings.

- * A Show Cause notice was issued to Marvam maliyakkal and other ten students informing them of their suspension pending further inquiry
- * The students were directed to appear before the Discipline Committee / Anti Ragging Cell and provide a comprehensive account of the incident along with any factors that led to their behavior, a reflection on the consequences of their actions and acknowledgement of the violation of Campus discipline
- * The suspension notice declared the Campus out of bounds for the suspended students during the period of suspension.

3 Action taken:

Issued a Suspension notice to Marvam maliyakkal and the other involved students with immediate effect



- * Collected eyewitness statements confirming the involvement of the accused students in the incident
- * Initiated a thorough investigation to determine the extent of involvement and whether the incident constitutes ragging


4 Consideration of Reconciliation letter

- * Both parties Marwan Malyakal and Asasudheen signed a reconciliation letter, expressing their willingness to resolve the issue amicably.
- * The Committee reviewed the Conciliation letter and discussed its implications.

5 Recommendations:-

- * Given the reconciliation between the parties, The Committee recommended lifting suspension of Marwan Malyakal and the other involved students
- * However, the students involved must participate in a mandatory Counseling session on Campus discipline and the consequences of Ragging
- * Continue monitoring the involved students to ensure no recurrence of such incidents.
- * Conduct awareness sessions on Campus discipline and the importance of resolving conflicts peacefully





 Prof. M. ABDUL AZEEZ
 PRINCIPAL
 KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE
 PARAPPUR (P.O.) - 676 503

Action taken Report:-

Incident:- Complaint of ragging and physical assault on Asasudheen on July 26-2023.

Action taken:-

1 Immediate Response:

- * Convened a special meeting of the Anti-Ragging Cell on July 28, 2023
- * Issued a Suspension notice to Marvam Maliyakkal and ten other students involved in the incident

~~2~~

2 Investigation:

- * Directed the accused students to provide a comprehensive account of the incident and their involvement
- * Collected eyewitness statements confirming the incident and the threats made to Asasudheen
- * Initiated a thorough investigation to establish the extent of involvement and the nature of incident

3 Suspension:-

- * Suspended Marvam Maliyakkal and the other involved students pending further inquiry.
- * Declared the campus out of bounds for the suspended students during the period of suspension

4 Reconciliation:-

- * Issued a reconciliation letter signed by both Marvam Maliyakkal and Asasudheen,



expressing their willingness to resolve the issue amicably.

* Reviewed and accepted the reconciliation letter.

5 Recommendations:-

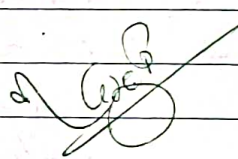
* Life Suspension of Marwan Malyekles and other involved Students.

* Mandate participation in counseling sessions on Campus discipline and Conflict resolution

* Continue monitoring the involved students to prevent recurrence

* Conduct awareness sessions on campus discipline and peaceful conflict resolution.







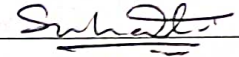

Prof. M. ABDUL AZEEZ
PRINCIPAL
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE
PARAPPUR (P.O): 576 503

Patrol Report for the academic years 2023-24

Date: December 14 - 2023

Time: 10 AM - 12 PM

Patrolling team

1. Prof. M. Abdul Azeez (Principal) Chairman 
2. Mohamed Labab (Vice Principal - Convenor) 
3. Sreenath - M (HOD - English - member) 
4. Mujeeb - TP (HOD - Commerce - member) 
5. Suhail - K. (HOD Physics - member) 

Patrol Areas Covered

1. Main Campus
2. Cafeteria
3. Library
4. Outdoor areas.

Observations:

Main Campus:- No ragging incidents found

Cafeteria:- No ragging incidents

Library:- No issues of ragging reported

Outdoor areas:- Students were participating in various activities without any conflicts between them

Action taken:-

Increased frequency of anti-ragging patrols evenings.

Organized anti-ragging sessions to aware the students.

Prof. M. ABDUL AZEEZ
PRINCIPAL

KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE




End of year meeting minutes for the academic year 2023-24

Date: April. 30 - 2024

Time: 10 AM

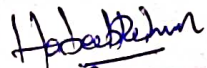
Venue: Conference Hall - Kottakkal Farook Arts & Science College

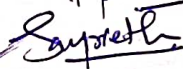
Attendees: -

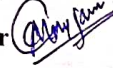
1. Prof. M Abdul Azeez (Principal), Chairman 

2. Mohammed Labeeb M (Vice-Principal), convenor

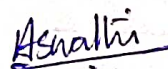
3. Sreenath (HOD, Dept of English), Member 

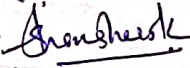
4. Dr. P M Habeeb Rahman (HOD, Dept of Commerce), Member 

5. Sampreeth TM (HOD, Dept of Political Science) Member 

6. Dr. Chithra M (HOD, Dept of Botany), Member 

7. Suhail K (HOD, Dept of Physics), Member

8. Aswathi K T (HOD, Dept. of Economics), Member 


9. Samsheer K (HOD, Dept of Physical Education), member 

Agenda.

1. Assessment of the performance of anti-ragging cell
2. Evaluation of Actions taken during the academic year
3. Patrol report
4. Suggestions for the next academic year.

Minutes:-

1. Assessment of performance

* The  opened the meeting by acknowledging the hosts of the anti-ragging cell in

maintaining a ragging-free campus

- * The convenor presented a positive report indicating no incidents of ragging and highlighting the continuous effectiveness of initiatives undertaken

2 Evaluation of Action taken

- * Awareness programs were conducted both online and offline ensuring all students were well-informed
- * Workshops and Seminars received good attendance
- * Continuous monitoring by staff members was effective in preventing any incidents.
- * Anti-ragging posters were regularly updated and displayed

3 Patrol Report

- * Regular Patrols were conducted throughout the year focusing hostels common areas and library
- * Increased visibility of patrol team acted as deterrent against potential ragging activities

4 Suggestion for the next academic year.

- * Continue enhancing digital platforms for awareness programs and workshops.
- * Implement more interactive components in workshops to engage students better.
- * Increase collaboration with local law enforcement for regular camps and awareness sessions.



Prof. M. ABDUL AZEEZ
PRINCIPAL
KOTTAKKAL FAROOK ARTS & SCIENCE COLLEGE