

Ref No: CCE/B/2025-26/IC/MOM/02

MINUTES OF MEETING


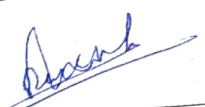
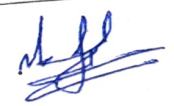

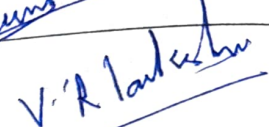
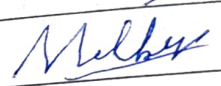

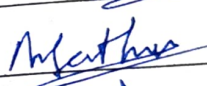
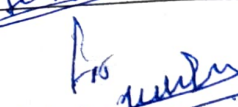


Date: 27/11/2025	Time: 3 PM	Venue: Library
Name of the meeting: ICC review and planning of activities		
Period of review: Jul 2025-Dec 2025		
Department: NA (Institute level)		
Review of previous meeting minutes: Regulations and responsibilities of ICC were discussed.		
Agenda of this meeting: <ol style="list-style-type: none">1. Review of ICC Functioning2. Planning of activities to be held		

Discussions:


The meeting started at 3 pm with a short prayer. Dr.Krishnapriya S, Presiding officer, provided a brief review of the committee functioning till date.

- Objectives were discussed by reviewing the duties to be fulfilled by the committee and activities to be conducted in the even semester.
- The mail ID internalcomplaint@cce.edu.in is kept on checking so that mails on harassment related complaints can be monitored.
- Awareness talk is to be conducted in the month of February on POSH act and significance of prevention of atrocities against women.
- The meeting concluded at 4 pm.

Sl. No.	Decisions Taken/Action Required	Responsibility	Target Date
1	Republishing posters on ICC mail info	Dr.Krishnapriya.S	18/12/25
2	Conduction of Awareness talk	Ms.Minnu Moothedan, Dr.Sneha John	9/2/26

Members Attended:			Signature
Sl. No.	Name	Role	
		Presiding Officer	
1	Dr. Krishnapriya S Associate Prof. ECE	Member	
2	Ms. Minnu Moothedan Assistant Prof., CSE	Member	
3	Dr. Sneha John Assistant Prof., MBA	Member	
4	Sr. Seema Paul CSC (NGO)	Member	
5	Ms. Rajalakshmi V, Administrative Staff	Member	
6	Ms. Melby Joy, Lab staff, CE	Member	
7	Ms. Seena M S, Lab staff, EEE	Student Member	
8	Manal Fathima (S5 CE)	Student Member	
9	Ananya Biju (S3 CSA)	Student Member	
10	Alishya K J (S3 MBA)	Student Member	

Prepared by:


Dr. Krishnapriya S

Approved by:

