



Loyola Institute of Business Administration [LIBA]

A Jesuit Business School

Loyola College Campus, Chennai - 600 034, Tamil Nadu, India

Committee for Preventing Sexual Harassment of Women at Workplace: Internal Complaints Committee (ICC)

Chairperson:

Prof. B. Aiswarya | Associate Dean - Student Relations & Alumni Relations

Members:

Prof. P. Chandiran | Associate Dean - Weekend & Executive Diploma Programmes

Dr. P. A. Mary Auxilia | Co-chair - Student Activities Council (SAC)

Dr.S. Uma Priyadharshini | Chair Center for Ethics & Corporate Governance

External Member:

Ms. Sophia Dass | Social Watch -NGO, Tamil Nadu

Non-Teaching Staff:

Mr. A. Alphonse Rosario | Executive - Full time Programme

Ms. Rochelle Simon | Senior Executive Secretary to Director

Students:

Ms. Sime Josephine Victoria | Second Year Student, LIBA

Ms. Liya Susan Raju | Second Year Student, LIBA

Mr. Jonathan Hubert Lemuel| Second Year Student, LIBA



Minutes of the Meeting

Date: 4th December 2024

Timing: 2:00 to 3:00 pm

Venue: Learning Plain 3, First Floor, LIBA Building

Agenda: Meeting regarding the execution of the Committee for Preventing Sexual Harassment of Women at Workplace: Internal Complaints Committee (ICC) in LIBA for the academic year 2024-25

- The meeting began with a short prayer of Disposition thanking God for the wellbeing of the students, faculty, and staff of the institution.
- Dr. B Aiswarya, Associate Dean, Student & Alumni relations, Chairperson of the Internal Complaints Committee, addressed the meeting with a quick introduction of the members of the committee.
- The minutes of the meeting held for the same during the year 2023-24 were presented to the members.
- Ms. Sophia Dass, Social Worker – Jesuit Chennai Province, reviewed if any complaints were received by the committee.
- It was observed that there were no complaints of Sexual Harassment received by the committee.

Action taken from previous year's suggestions:

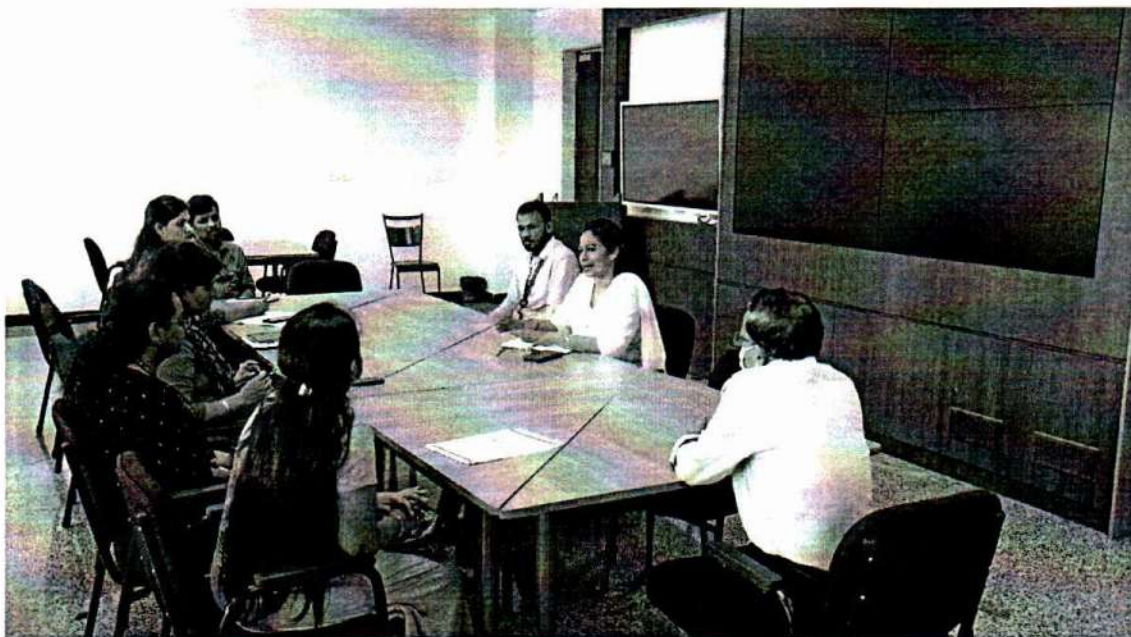
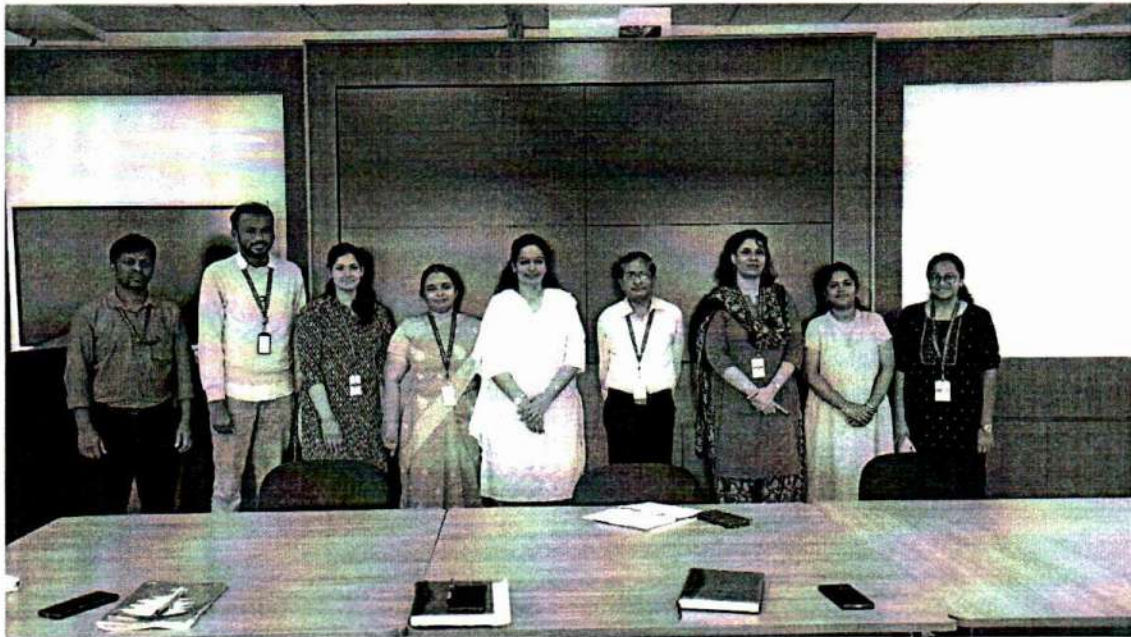
- In the previous year's meeting, it was suggested to devise mechanisms to enhance student engagement on the topic of sexual harassment. As part of this initiative, posters were displayed in common rooms to encourage student participation and awareness.
- There was a discussion about creating a separate email ID for reporting sexual harassment cases within the college premises. However, it was mutually agreed that all such cases would be directed to the existing grievances mailbox, and thus the idea of a separate mailbox was dropped.

Suggestions for the current year:

- It was suggested that the committee should include representation from the weekend/part-time PGDM students.
- It was also decided that a session on the prevention of sexual harassment would be organized during Vigilance Week.
- A joint initiative with the Centre for Ethics and the Radius Club is planned for the upcoming year to promote awareness about sexual harassment and its prevention.

The meeting concluded with a vote of thanks.





Anty



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**Report on the Internal Complaints Committee (ICC)- Prevention of
Sexual Harassment of Women at Workplace Meeting
2024-2025**

Date: December 04, 2024

Time: 2:00 PM - 2:45 PM

Venue: Learning Plain 3, First Floor, LIBA Building

The meeting of the Internal Complaints Committee (ICC) for Prevention of Sexual Harassment of Women at Workplace was convened to discuss the execution of the committee's responsibilities for the academic year 2024-25

The session commenced with a prayer of Disposition, reflecting the community's gratitude for the well-being of students, faculty, and staff. Prof. B. Aiswarya, the Chairperson of the ICC and Associate Dean of Student and Alumni Relations, initiated the proceedings by introducing the committee members, setting a collaborative tone for the meeting.

A review of the minutes from the previous year's meeting was conducted, providing a foundation for the day's discussions.

Ms. Sophia Dass, representing the Jesuit Chennai Province an external member, assessed the committee's effectiveness in receiving complaints. It was noteworthy that no complaints of sexual harassment had been reported.

The meeting progressed with an evaluation of actions taken based on previous suggestions, particularly the display of posters in the student's common room. It was informed that there were initiatives taken to aim not just women but also to focus on education and engaging men.

It was also presented in the meeting that social engagement programs through clubs of LIBA took place. However, regarding the separate E-mail ID for sexual harassment complaints, it was validated and said to have been recorded under grievances E-mail ID itself.





Anty

To: Dr. P. Chandiran <chandiran@liba.edu>; Dr. Mary Auxilia <mary.auxilia@liba.edu>; Dr Uma Priyadharshini <uma.priyadharshini@liba.edu>; Ms. Rochelle Simon <rochelle.simon@liba.edu>; Mr. Alphonse Rosario <alphonse.r@liba.edu>; Sime Josephine Victoria Victor Paul <F23150.Sime@liba.edu>; Liya Susan Raju <F23100.LIYA@liba.edu>; Jonathan Hubert Lemuel D <F23081.JONATHAN@liba.edu>; Sophia Dass <sophianisch@gmail.com>
Cc: learning studio <learningstudio@liba.edu>
Subject: AICTE meeting - reg.

Respected member,

Sub: Requesting participation in the Sexual harassment Prevention Committee meeting- reg.

As a part of the regular AICTE mandated meeting,

I kindly request your participation as a member in the Sexual Harassment Prevention Committee meeting on 4th December, 2025, (wednesday).

Venue: LP3
Time : 2.00 pm

Thanking you

With regards,



Dr. B. Aiswarya

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Associate Dean, Student Relations
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