



Koneru Lakshmaiah Education Foundation

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Admin Off: 29-36-38, Museum Road, Government, Vijayawada - 520 002. Ph: +91 - 866 - 3500122, 2578128

Ref: KLEF/RO/STUDENT AFFAIRS/ICC/2018-19

Date: 13-08-2018

Orders of the Hon'ble Vice-Chancellor dt. 13-08-2018

CIRCULAR

Sub: Meeting with ICC/POSH Members on 16-08-2018 – Reg.

Ref: Letter dated 13-08-2018 from Dr. I. Govardhini, Convener ICC/POSH Committee.

This is to inform that Internal Complaints Committee (ICC)/POSH Committee meeting is scheduled to be convened on **16-08-2018 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **C-106.**

Agenda Items:

1. Roles & Responsibilities of ICC members.
2. Educate students on UGC rules and regulations on Sexual Harassment Issues.
3. Seminar on Nirbhaya act for women and girls.
4. Any other item, with the permission of the Chair.

The following members must attend the meeting

S. No.	Name of the Faculty Member	Designation	Nominated as
1	Dr.I. Govardhani	Professor, ECE	Convener
2	Dr.S.V.N.L. Lalitha	Professor & HOD-EEE	Co-Convener
3	Dr. K. Hemamalini	Asst. Professor, BHM	Member
4	Dr.Habibulla Khan	Professor, ECE & Dean (Student Affairs)	Member
5	Dr. M. Sreedevi	Professor, CSE	Member
6	Dr.Ch.Lakshmanrao	Assoc. Professor & I/c. Principal College of Law	Member
7	Ms. P. Vedavathi	Vice President, Vasavya Mahila Mandali	External Member
8	Ms. V. Satyavathi	Ex.Director, Vasavya Mahila Mandali	External Member
9	Ms. J Bhanu Sri	Technician	Member
10	Ms B Sreedevi	Office Assistant	Member

11	Ms.D. Swetha	173070005, Research Scholar, Dept of ME	Student member
12	Ms.K. Navya	182061004,EEE,M.Tech	Student member
13	Ms.A.Rani Priya	CSE,III160030015	Student member
14	Ms.A. Divya Sahithi	ECE, III, 160040032	Student member
15	Ms.K Sowmya	BBA,II, 170541162	Student member
16	Ms.K. Harika	BA II, 170570024	Student member
17	Ms. Florence	B.Sc, Visual Comm, II, 170250028	Student member

The HoDs are requested to ensure that this information is brought to the notice of the Faculty members concerned of their respective departments and ensure their participation in the above meeting.


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Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva Kumar,Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



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OFFICE OF DEAN STUDENT AFFAIRS

Internal Complaints Committee (ICC) / POSH Committee MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No:	1	Date	16.08.2018
Academic Year	2018-19	Time	3.30 P.M

Members Present:

S. No.	Name of the Faculty Member	Designation	Nominated as	Signature
1	Dr.I. Govardhani	Professor, ECE	Convener	<i>J. Govan</i>
2	Dr.S.V.N.L. Lalitha	Professor & HOD-EEE	Co-Convener	<i>Lalitha</i>
3	Dr. K. Hemamalini	Asst. Professor, BHM	Member	<i>K. Hemamalini</i>
4	Dr.Habibulla Khan	Professor, ECE & Dean (Student Affairs)	Member	<i>Uy</i>
5	Dr. M. Sreedevi	Professor, CSE	Member	<i>M. Sreedevi</i>
6	Dr.Ch.Lakshmanrao	Assoc. Professor & I/c. Principal College of Law	Member	<i>Ch. Lakshmanrao</i>
7	Ms. P. Vedavathi	Vice President, Vasavya Mahila Mandali	External Member	<i>P. Vedavathi</i>
8	Ms. V. Satyavathi	Ex.Director, Vasavya Mahila Mandali	External Member	<i>V. Satyavathi</i>
9	Ms. J Bhanu Sri	Technician	Member	<i>J. Bhanu Sri</i>
10	Ms B Sreedevi	Office Assistant	Member	<i>B. Sreedevi</i>
11	Ms.D. Swetha	173070005, Research Scholar, Dept of ME	Student member	<i>D. Swetha</i>
12	Ms.K. Navya	182061004,EEE,M.Tech	Student member	<i>K. Navya</i>
13	Ms.A.Rani Priya	CSE,III160030015	Student member	<i>A. Rani Priya</i>
14	Ms.A. Divya Sahithi	ECE, III, 160040032	Student member	<i>A. Divya Sahithi</i>
15	Ms.K Sowmya	BBA,II, 170541162	Student member	<i>K. Sowmya</i>
16	Ms.K. Harika	BA II, 170570024	Student member	<i>K. Harika</i>
17	Ms. Florence	B.Sc, Visual Comm, II, 170250028	Student member	<i>Florence</i>

Members Absent: Nil

Dr.I. Govardhini, Convener, ICC welcomed all the committee members for the meeting.

Action taken report of the decisions taken in the last meeting held on is not applicable as this is the first Meeting conducted in this Academic Year.

Discussion of Agenda Items :

Agenda item-1: Roles and responsibilities of ICC members.

Dr. I. Govardhini, Convener, ICC briefed the members about how to address any discrimination or harassment faced by female faculty and students and ensuring a safe and inclusive campus environment.

Agenda item-2: Educate students on UGC rules and regulations on Sexual Harassment Issues.

Convener proposed to arrange orientation session to all the female faculty and students to educate about UGC rules and regulations on sexual harassment.

Agenda item-3 :Seminar on Nirbhaya act for women and girls.

Seminar is proposed in the month of October on Nirbhaya act for women & girls.

Agenda Item-4: Any other item, with the permission of the Chair

There are no other items for discussion.

The meeting was concluded with the Convener, ICC thanking the members for their cooperation.

I. Govardhini
Convener- ICC/POSH
(Dr I Govardhini)



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Ref: KLEF/RO/STUDENT AFFAIRS/ICC/2018-19

Date: 05-11-2018

Orders of the Hon'ble Vice-Chancellor dt. 05-11-2018

CIRCULAR

Sub: Meeting with ICC/POSH Members on 08-11-2018 – Reg.

Ref: Letter dated 05-11-2018 from Dr. I. Govardhini, Convener ICC/POSH Committee.

This is to inform that Internal Complaints Committee(ICC) / POSH Committee meeting is scheduled to be convened on **08-11-2018 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **Jasmine Hall.**

Agenda Items:

1. Workshop on Gender Sensitization.
2. Any other item, with the permission of the Chair.

S. No.	Name of the Faculty Member	Designation	Nominated as
1	Dr.I. Govardhani	Professor, ECE	Convener
2	Dr.S.V.N.L. Lalitha	Professor & HOD-EEE	Co-Convener
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Thanks & Regards



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OFFICE OF DEAN STUDENT AFFAIRS Internal Complaints Committee (ICC) / POSH Committee MINUTES OF THE MEETING HELD AT JASMINE HALL

Meeting No:	2	Date	08.11.2018
Academic Year	2018-19	Time	3.30 P.M

Members Present:

S. No.	Name of the Faculty Member	Designation	Nominated as	Signature
1	Dr.I. Govardhani	Professor, ECE	Convener	<i>I. Govardhani</i>
2	Dr.S.V.N.L. Lalitha	Professor & HOD-EEE	Co-Convener	<i>Lalitha</i>
3	Dr. K. Hemamalini	Asst. Professor, BHM	Member	<i>K. Hemamalini</i>
4	Dr.Habibulla Khan	Professor, ECE & Dean (Student Affairs)	Member	<i>H. Khan</i>
5	Dr. M. Sreedevi	Professor, CSE	Member	<i>M. Sreedevi</i>
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16	Ms.K. Harika	BA II, 170570024	Student member	<i>K. Harika</i>

Dr. I. Govardhini, Convener, ICC welcomed all the committee members for the meeting.

Action taken report for the last meeting:

1. An orientation session has been scheduled for all female students and faculty members to educate them about the rules and regulations outlined by the UGC.
2. A seminar was held to explore the provisions of the Nirbhaya Act aimed at safeguarding the rights of women and girls.

Agenda item-1: Workshop on gender sensitization.

It has been decided to organize a workshop focusing on Gender Sensitization. It is mandatory for all female faculty members, including both teaching and non-teaching staff, as well as girl students, to attend this program without exception.

Agenda item-2: Any other item, with the permission of the Chair

No specific issues for discussion.

The meeting was concluded with the Convener, ICC thanking the members for their cooperation.


Convener- ICC/POSH
(Dr I Govardhini)



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Ref: KLEF/RO/STUDENT AFFAIRS/ICC/2018-19

Date: 04-02-2019

Orders of the Hon'ble Vice-Chancellor dt. 04-02-2019

CIRCULAR

Sub: Meeting with ICC/POSH Members on 06-02-2019 – Reg.

Ref: Letter dated 04-02-2019 from Dr. I. Govardhini, Convener ICC/POSH Committee.

This is to inform that Internal Complaints Committee(ICC) / POSH Committee meeting is scheduled to be convened on **06-02-2019 from 2.00 P.M to 2.30 P.M.** The meeting will be conducted in **C-106.**

Agenda Items:

1. Workshop on legal rights for women.
2. Any other item, with the permission of the Chair.

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OFFICE OF DEAN STUDENT AFFAIRS Internal Complaints Committee (ICC) / POSH Committee MINUTES OF THE MEETING HELD AT ROOM NO. C106

Meeting No:	3	Date	06.02.2019
Academic Year	2018-19	Time	2.00 P.M

Members Present:

S. No.	Name of the Faculty Member	Designation	Nominated as	Signature
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12	Ms.K. Navya	182061004,EEE,M.Tech	Student member	K. Navya
13	Ms.A.Rani Priya	CSE,III160030015	Student member	A. Rani Priya
14	Ms.A. Divya Sahithi	ECE, III, 160040032	Student member	A. Divya Sahithi
15	Ms.K Sowmya	BBA,II, 170541162	Student member	K. Sowmya
16	Ms.K. Harika	BA II, 170570024	Student member	K. Harika

17	Ms. Florence	B.Sc, Visual Comm, II, 170250028	Student member	
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Dr. I. Govardhini, Convener, ICC welcomed all the committee members for the meeting.

Action taken report for the last meeting:

A gender sensitization workshop has been held for all female faculty members and female students.

Discussion of Agenda Items :

Agenda item-1: Workshop on legal rights for women.

A workshop titled "Legal Rights for Women" will be held to provide awareness sessions for female students and staff members.

Agenda item-2: Any other item, with the permission of the Chair

No specific issues for the discussion.

The meeting was concluded with the Convener, ICC thanking the members for their cooperation.

I. Govardhini
Convener-ICC/POSH
(Dr I Govardhini)



Koneru Lakshmaiah Education Foundation

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Admin Off: 29-36-38, Museum Road, Governorpet, Vijayawada - 520 002. Ph: +91 - 866 - 3600122, 2576129

Ref: KLEF/RO/STUDENT AFFAIRS/ICC/2018-19

Date: 05-04-2019

Orders of the Hon'ble Vice-Chancellor dt. 05-04-2019

CIRCULAR

Sub: Meeting with ICC Members on 08-04-2019 – Reg.

Ref: Letter dated 05-04-2019 from Dr. I. Govardhini, Convener ICC/POSH Committee.

This is to inform that Internal Complaints Committee ICC/POSH Committee meeting is scheduled to be convened on **08-04-2019 from 3.30 P.M to 4.00 P.M.** The meeting will be conducted in **Jasmine Hall.**

Agenda Items:

1. Workshop on anti-discrimination and women empowerment.
2. Any other item, with the permission of the Chair.

S. No.	Name of the Faculty Member	Designation	Nominated as
1	Dr.I. Govardhani	Professor, ECE	Convener
2	Dr.S.V.N.L. Lalitha	Professor & HOD-EEE	Co-Convener
3	Dr. K. Hemamalini	Asst. Professor, BHM	Member
4	Dr.Habibulla Khan	Professor, ECE & Dean (Student Affairs)	Member
5	Dr. M. Sreedevi	Professor, CSE	Member
6	Dr.Ch.Lakshmanrao	Assoc. Professor & I/c. Principal College of Law	Member
7	Ms. P. Vedavathi	Vice President, Vasavya Mahila Mandali	External Member
8	Ms. V. Satyavathi	Ex.Director, Vasavya Mahila Mandali	External Member
9	Ms. J Bhanu Sri	Technician	Member
10	Ms B Sreedevi	Office Assistant	Member

11	Ms.D. Swetha	173070005, Research Scholar, Dept of ME	Student member
12	Ms.K. Navya	182061004,EEE,M.Tech	Student member
13	Ms.A.Rani Priya	CSE,III160030015	Student member
14	Ms.A. Divya Sahithi	ECE, III, 160040032	Student member
15	Ms.K Sowmya	BBA,II, 170541162	Student member
16	Ms.K. Harika	BA II, 170570024	Student member
17	Ms. Florence	B.Sc, Visual Comm, II, 170250028	Student member

The HoDs are requested to ensure that this information is brought to the notice of the Faculty members concerned of their respective departments and ensure their participation in the above meeting.

P. Venkatesh
REGISTRAR

Mail & Hard copy to: Hon'ble President, KLEF

Mail to: Hon'ble Vice-Presidents,
KLEF

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HoDs.. Architecture / Law

Agriculture / Arts / BBA / Commerce / Fine Arts

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HoDs.. Pharmacy

HoDs..Communication Skills / Soft Skills & Head of Division...Quant & Reasoning

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Mail to: Sr.Manager (HR)-Campus..Dr. Kanimozhi / Sr.Manager (HR)-A.O...Mr.J. Sreekanth /Pay Bills Section-A.O.

Mail to: Webmaster-Mr.LV

Mail to: Chief Technical Officer (CTO)-Mr.A.Satya Kalyan

Mr. Raja Sekhar, Emp. No. 2482, Jr. Network Administrator (E-mail: rajasekhar_syte@kluniversity.in)

Mail to: Professor In-charge, EduTech, Animation-Dr. M. Siva Kumar, Assoc.Professor,ECE

Mail to: Dean (Quality)

Individuals concerned

Thanks & Regards



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OFFICE OF DEAN STUDENT AFFAIRS

Internal Complaints Committee (ICC) / POSH Committee MINUTES OF THE MEETING HELD AT JASMINE HALL

Meeting No:	4	Date	08.04.2019
Academic Year	2018-19	Time	3.30 P.M

Members Present:

S. No.	Name of the Faculty Member	Designation	Nominated as	Signature
1	Dr.I. Govardhani	Professor, ECE	Convener	
2	Dr.S.V.N.L. Lalitha	Professor & HOD-EEE	Co-Convener	
3	Dr. K. Hemamalini	Asst. Professor, BHM	Member	
4	Dr.Habibulla Khan	Professor, ECE & Dean (Student Affairs)	Member	
5	Dr. M. Sreedevi	Professor, CSE	Member	
6	Dr.Ch.Lakshmanrao	Assoc. Professor & I/c. Principal College of Law	Member	
7	Ms. P. Vedavathi	Vice President, Vasavya Mahila Mandali	External Member	
8	Ms. V. Satyavathi	Ex.Director, Vasavya Mahila Mandali	External Member	
9	Ms. J Bhanu Sri	Technician	Member	
10	Ms B Sreedevi	Office Assistant	Member	
11	Ms.K. Navya	182061004,EEE,M.Tech	Student member	
12	Ms.A.Rani Priya	CSE,III160030015	Student member	
13	Ms.A. Divya Sahithi	ECE, III, 160040032	Student member	
14	Ms.K. Harika	BA II, 170570024	Student member	
15	Ms. Florence	B.Sc, Visual Comm, II, 170250028	Student member	

Members absent:

- Ms D Swetha – Student member

2. Ms K Sowmya – Student member

Dr. I. Govardhini, Convener ICC welcomed all the committee members for the meeting.

Action taken report for the last meeting:

The Women's Development Cell, in collaboration with the University Women's Forum, organized an awareness session on the legal rights of women.

Agenda Item-1: Workshop on anti-discrimination and women empowerment.

It has been determined to arrange a workshop focusing on anti-discrimination and the empowerment of women. All workshops or seminars conducted throughout the academic year have been reviewed and authenticated.

Agenda Item-2: Any other item, with the permission of the Chair

No incidents of eve-teasing or Sexual harassment received from the students and women staff members of the college for the AY 2018-19.

The meeting was concluded with the Convener, ICC thanking the members for their cooperation.

I. Govard
Convener – ICC/POSH
(Dr I Govardhini)