

INDIRA GANDHI COLLEGE OF ARTS AND SCIENCE, NELLIKUZHI

Women Cell Meeting Minutes

Women Cell Meeting Minutes

Date: July 28, 2024

Time: 01:20 p.m.

Venue: Principal's Office

Members Present:

Principal: Dr. Viji K Ramakrishnan



IQAC Coordinator: Mr Sajid A M

Women Cell Coordinators: Ms Elza Paulose



Ms Minu Aleyas



Agenda:

- Orientation of first-year students about the Women Cell
- Planning women-related activities for the academic year

Proceedings:

The meeting commenced at 01:20 p.m. with a formal welcome by the Women Cell Coordinator. The Principal addressed the members and emphasized the importance of the Women Cell in empowering women students and staff, creating awareness about women's rights, health, safety, and overall well-being.

The objectives of the Women Cell were discussed in detail. The members agreed that the cell should focus on awareness, skill development, confidence building, and promoting a supportive environment for women.

After detailed discussion, the following activities were proposed to be conducted during the academic year 2024–25:

Awareness Programs (Additional):

- Awareness session on gender equality and prevention of harassment
- Program on self-defense techniques for women
- Awareness class on financial literacy (saving, budgeting, digital payments)

- Session on career guidance and higher education opportunities
- Awareness program on social media responsibility and online ethics

Skill Enhancement Activities (Additional):

- Handicraft / Art & Craft workshop
- Entrepreneurship development program for women
- Resume writing and interview skills workshop
- Time management and stress management workshop
- Basic computer skills / digital literacy program

Women Empowerment Activities (Additional):

- Poster making / slogan writing competitions on women empowerment
- Panel discussion on challenges faced by women in society
- Mentoring sessions with senior students or faculty
- Community outreach programs related to women welfare
- Awareness rally or campaign on women's safety and empowerment

The meeting concluded with a vote of thanks to the Principal and all members present.

Signature:

Women Cell Coordinator

Mina



Thirumang
29/07/24
Principal

INDIRA GANDHI COLLEGE OF ARTS AND SCIENCE, NELLIKUZHI

Women Cell Meeting Minutes

Date: 1st October 2024

Time: 11:00 a.m.

Venue: Principal's Office

Members Present:

Principal: Dr. Viji K. Ramakrishnan

IQAC Coordinator: Dr Jagadeesh G Nambiar

Women Cell Cooridntors: Ms Elza Paulose

Ms Minu Aleyas

Agenda:

- Formal welcome
- Discussion on the functioning of the Women Cell
- Planning of activities for the academic year 2024–25

Proceedings:

The meeting commenced at 11:00 a.m. with a formal welcome by the Women Cell Coordinator. The Principal addressed the members and emphasized the importance of the Women Cell in empowering women students and staff, creating awareness about women's rights, health, safety, and overall well-being.

The objectives of the Women Cell were discussed in detail. The members agreed that the cell should focus on awareness, skill development, confidence building, and promoting a supportive environment for women.

After detailed discussion, the following activities were proposed to be conducted during the academic year 2024–25:

1. Awareness Programs:

- Awareness classes on women's rights, legal protection, and safety measures
- Sessions on health, hygiene, mental well-being, and stress management

2. Skill Development Activities:

- Cookery show to encourage creativity, nutritional awareness, and self-reliance
- Workshops on life skills and personality development

3. Women-Centric Activities:

- Observance of International Women's Day
- Interactive sessions, talks, and seminars related to women empowerment
- Activities promoting leadership, confidence, and social responsibility among women


The members actively shared suggestions for effective implementation of the proposed programs. It was unanimously decided to prepare a detailed action plan and conduct the activities throughout the year with active participation from students and staff.

The meeting concluded with a vote of thanks to the Principal and all members present.

Time of Conclusion: 12:00 noon

Signature:

Women Cell Coordinator



Principal



INDIRA GANDHI COLLEGE OF ARTS AND SCIENCE, NELLIKUZHI

Women Cell Meeting Minutes

Date: March 3rd, 2025

Time: 02:00 p.m.

Venue: Principal's Office

Members Present:

Principal: Dr. Viji K. Ramakrishnan

IQAC Coordinator: Dr Jagadeesh G Nambiar

Women Cell Coordinators: Ms Elza Paulose

Ms Minu Aleyas

Agenda:

- Planning for Women's Day Celebration
- Honoring *Iron Ladies of IGIGs*
- Honoring Senior Faculty Members

The meeting commenced with a formal welcome by the Women Cell Coordinator. The agenda of the meeting was presented and discussed in detail.

The members discussed the celebration of International Women's Day and agreed to organize the program to highlight the importance of women empowerment, equality, and leadership. It was decided that various activities such as speeches, cultural programs, and interactive sessions would be included as part of the celebration.

The Women Cell proposed the initiative "Iron Ladies of IGIGs", aimed at honoring women who have shown dedication, strength, leadership, and excellence in their respective roles within the institution. The criteria and selection process for identifying the awardees were discussed and finalized.

The members also discussed honoring senior faculty members for their valuable service, commitment, and contribution to the growth and development of the institution. It was unanimously agreed to recognize their experience, mentorship, and role in inspiring younger faculty and students.

The responsibilities for organizing the program, identifying honorees, and coordinating the event were distributed among the Women Cell members. The date and venue of the celebration were proposed and would be finalized in consultation with the Principal.

The meeting concluded with a vote of thanks to the Principal and all members present.

Signature:

Women Cell Coordinator



Principal

