



Adi Shankara

INSTITUTE OF ENGINEERING AND TECHNOLOGY, KALADY

Approved by AICTE & Affiliated to APJ Abdul Kalam Technological University
Vidya Bharathi Nagar, Kalady, Ernakulam, Kerala
www.adishankara.ac.in

File No.: ASIET/Gender & Equity Cell/25-26/M.02

Date: 11-07-2025

Minutes of the Meeting

Name of the Meeting: Meeting #2		Date : 11-07-2025	
Name of the Facilitator: Chairman		Time : 01:30 PM	
Meeting type: Scheduled		Venue: Conference Hall, ME department	
Attendees	Designation	Department	Signature
Dr. M.S Murali, Chairman	Principal		
Dr. Aneesh P C, Convener	Associate Professor	Civil Engineering	
Dr. Sandeep O S, Member	Assistant Professor	Mechanical Engineering	
Dr. Vincy Devi V K, Member	Assistant Professor	Computer Applications	
Ms. Siji Jose Pulluparambil, Member	Assistant Professor	Artificial Intelligence	
Mr. Anirudh M V	4 th year UG Student - Male	Computer Science & Engineering	
Ms. Varsha C V	4 th year UG Student - Female	Electrical & Electronics Engineering	
Mr. Amal Binu	2 nd year PG Student - Male	Computer Applications	
Ms. Philomina Sabu	2 nd year PG Student - Female	Computer Applications	

Deliberations

Agenda:

- ☐ Introduction of the Gender & Equity Cell to student members.
- ☐ Orientation on the objectives and functions of the Cell.
- ☐ Discussion on student involvement and possible activities.
- ☐ Proposal for conducting a gender survey on campus.
- ☐ Collection of initial suggestions from student members.

Discussions

- The meeting began with a brief introduction of the Cell and its objectives, emphasizing the promotion of gender equity, inclusivity, and awareness on campus.
- Student members were welcomed and encouraged to actively participate by suggesting relevant activities and initiatives under the Cell.
- The importance of student-led activities to ensure greater outreach and impact was highlighted.
- It was proposed and agreed to conduct a **Gender Survey** in the campus to understand perceptions, challenges, and awareness levels related to gender and inclusivity.
- Students were asked to come up with concrete suggestions and activity ideas to be presented in the next meeting.

Decision Taken

- The Cell will initiate preparations for conducting the campus gender survey.
- Student members will prepare and submit a list of proposed activities for further discussion in the upcoming meeting.

Prepared by: Dr. Aneesh P C, Convener



Date: 11-07-2025



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Date: 30-06-2025

File No.: ASIET/Gender & Equity Cell/25-26/M.01

Minutes of the Meeting

Name of the Meeting: Meeting #1		Date : 30-06-2025	
Name of the Facilitator: Chairman		Time : 02:00 PM	
Meeting type: Scheduled		Venue: Conference Hall, ME department	
Attendees	Designation	Department	Signature
Dr. M.S Murali, Chairman	Principal		
Dr. Aneesh P C, Convener	Associate Professor	Civil Engineering	
Dr. Sandeep O S, Member	Assistant Professor	Mechanical Engineering	
Dr. Vincy Devi V K, Member	Assistant Professor	Computer Applications	
Ms. Siji Jose Pulluparambil, Member	Assistant Professor	Artificial Intelligence	
<u>Deliberations</u>			
Agenda: <ul style="list-style-type: none">• Introduction to the objectives and functions of the Gender & Equity Cell.• Discussion on proposed activities of the Cell for the academic year.• Scheduling of meeting with student members.			
<u>Discussions</u>			
<ul style="list-style-type: none">• The committee members discussed the importance of creating awareness and promoting inclusivity through the activities of the Gender & Equity Cell.• Various possible activities and programs were proposed for implementation.• It was decided to schedule a separate meeting with student members to ensure their active participation and to gather their suggestions.			
Prepared by: Dr. Aneesh P C, Convener		Date: 30-06-2025	