

**MINITUES OF THE MEETINGS OF STUDENT REDRESSAL  
COMMITTEE, PREVENTION OF SEXUAL HARASSMENT  
COMMITTEE AND ANTI RAGGING COMMITTEE**



# J.K.K. MUNIRAJAH COLLEGE OF TECHNOLOGY

Approved by AICTE, New Delhi And Affiliated to Anna University, Chennai.

Accredited by NAAC with "A" grade

T.N. Palayam (Po), Gobi (Tk), Erode (Dt) – 638 506



JKKMCT/CIR/001/AR/AUG 22

DATE: 01/08/22

## CIRCULAR

### NOTIFICATION OF MEETING

A Meeting of the Anti-Ragging Squad of J.K.K.Munirajah College of Technology will be held on 06.08.2022 in JKKMCT SEMINAR HALL. All the members are informed that they must present in the meeting without fail.

The agenda of Meeting:

1. Regarding Prevention of ragging in campus.

In charge Anti-Ragging Squad

Copy to:

- 1) College Principal (For Kind Information)

11/8/22  
**PRINCIPAL**  
**JKK MUNIRAJAH COLLEGE**  
**OF TECHNOLOGY**  
T.N. PALAYAM (Po)-638 506.  
ERODE (Dt).

**PRINCIPAL**  
**JKK MUNIRAJAH COLLEGE**  
**OF TECHNOLOGY**  
T.N. PALAYAM (Po)-638 506.  
ERODE (Dt)



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2) Placement and Training Department

## MINUTES OF MEETING ON ANTI-RAGGING

**Venue:** JKKMCT SEMINAR HALL

**Date:** 06.08.2022


**Time:** 3.30PM

Meeting was conducted on 06.08.2022 for discussing the following points

- 1) First Year ID cards are to be in Blue Color for easy identification from seniors.  
(ID card style/ Type to be discussed with JKKMCT Admission Team and First year In-charge)
- 2) Student Affidavit and Parent Affidavit has to be collected by every student of I, II, III and IV years students.
- 3) Each department HOD and the department in-charges are assigned to distribute and collect filled affidavits from all students.
- 4) After collecting affidavits it will be handover to Anti-Ragging committee (For Xerox copies Dr.C.Murugesan HoD/ECE will sign as authorized person.)

### Department incharges :

- a) ECE – U.Sasikala
- b) CSE & IT - Dept by Mr.Boopathi
- c) EEE- Dept by Mr. Varatharajan
- d) Civil - Dept by Mrs. Muniswaran
- e) Mech- Dept by Mr. Sarath
- f) Auto -Dept by Mr.P.Logu

  
**PRINCIPAL**  
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g) B.Tech(IT)-Dept by Mr.Chandru

4) Affidavits are to be collected by first week of class commencement of II, III and IV years classes.

5) Anti-Ragging Awareness /Workshop is to be conducted by last week of July for all years.

Mr.E.R VADIVELU., HOD MBA Department is responsible for conducting Anti-Ragging Awareness /Workshop with support of college level Anti-ragging Team.

6) Anti-Ragging Boards, Flexi and Charts are to be fixed in the Campus, Cafeteria, playground, Xerox centers, Hostel, Bus stand and in the buses Mr.G.PALANISAMY will be taking care of this.

- Boards at Cafeteria , Library and Hostel
- Flexi at entrance of every floor, playground, Bus stand
- Charts at Buses, Dept. Notice Boards and Class room Notice Boards.

7) Every Department In-charges has to conduct meeting with all faculties along with Dept Anti-Ragging member and instruct all faculties to be serious about Anti- Ragging, Student discipline in and out campus.


They have to submit MOM to their concern Department Anti-ragging Member.

They have to instruct/inform faculties about the college protocols.

(Like...Any issue happened regarding Ragging, concern faculty has to bring to notice of Particular department Anti-Ragging Member for necessary action).

Instructing all Class in-charges to conduct one-day (when full strength Attend the class, suggested on Lab days) at-least for 5-min Anti-Ragging Oath While distribute Affidavits in the class.

Class in-charges must Instruct all Students about that "Ragging Complain Form" is available in college Web-site for Student convenience.(Especially First year students)

  
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- 8) First year in-charges instructed to watch and engage the first year students at all time to Control Ragging.
- 9) Department Anti-ragging member has to maintain a file for Dept. MOM's, Affidavits.

## ANTI-RAGGING SQUAD MEMBERS PRESENT:

| S.NO | NAME                  | SIGNATURE |
|------|-----------------------|-----------|
| 1    | Dr. SRIDHARAN K       |           |
| 2    | Dr. MURUGESAN C       |           |
| 3    | Mrs. MOHANAPRIYA V    |           |
| 4    | Dr. SARAVANAN C       |           |
| 5    | Mrs. SASIKALA U       |           |
| 6    | Dr. MANOOJ KUMAAR S.B |           |
| 7    | Mrs. SAVITHRI M.C     |           |
| 8    | Mr. VIGNESHKUMAR A    |           |
| 9    | Mr. GOWRISANKAR P     |           |

In charge Anti-Ragging Squad

### Copy to:

- 1) College Principal (For Kind Information)
- 2) Placement and Training Department
- 3) All Department HOD's and In charges

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JKKMCT/CIR/002/AR/JAN23

DATE: 17/01/23

## CIRCULAR

### NOTIFICATION OF MEETING

A Meeting of the Anti-Ragging Squad of J.K.K.Munirajah College Of Technology will be held on 17.01.2023 in SEMINAR HALL at JKKMCT. Fail. All the members are asked to attend the meeting without


The agenda of Meeting:

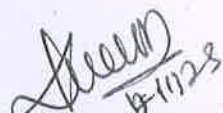
1. Regarding Anti-Ragging activities in the campus in present and future.

  
In charge Anti-Ragging Squad

Copy to:

- 1) College Principal (For Kind Information)
- 2) Placement and Training Department.
- 3) All Department HOD's and in charges

  
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## MINUTES OF MEETING ON ANTI-RAGGING (20.01.2023)


### AGENDA

#### STRATEGIES FOR PREVENTION :

The members discussed the strategies and decide the following.

- The members expressed satisfaction over the zero incisent of ragging in the campus.
- The members were asked to be alert during the breaks and to walk about in the corridors and the in the canteen ares for few more weeks.
- It was decide that any attempt to rag if noticed and how it was tackled also should be informed to the co-oedinator.
- Faculty members to move around in their respective ares to prevent any sort of ragging.
- After 4.00 pm the members are to be vigilant play ground, Parking for about half an hour.

|              |                    |
|--------------|--------------------|
| GROUND FLOOR | Mr.S.M.Pranesh     |
| FIRST FLOOR  | Mr.A.Vigneshkumar  |
| SECOND FLOOR | Mr.M.Senthilkumar  |
| THIRD FLOOR  | Mr.D.Anandakumar   |
| BIKE PARKING | Mr.K.Vadivel       |
| MAIN GATE    | Mr.V.P.Arulmurugan |
| CANTEEN      | Mr.M.Ponnusamy     |

  
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## ANTI-RAGGING MEETING MEMBERS ATTENDANCE:

| S.NO | NAME                  | SIGNATURE |
|------|-----------------------|-----------|
| 1    | Dr. SRIDHARAN K       |           |
| 2    | Dr. MURUGESAN C       |           |
| 3    | Mrs. MOHANAPRIYA V    |           |
| 4    | Dr. SARAVANAN C       |           |
| 5    | Mrs. SASIKALA U       |           |
| 6    | Dr. MANOOJ KUMAAR S.B |           |
| 7    | Mrs. SAVITHRI M.C     |           |
| 8    | Mr. VIGNESHKUMAR A    |           |
| 9    | Mr. GOWRISANKAR P     |           |

In charge Anti-Ragging Squad

### Copy to:

- 1) College Principal (For Kind Information)
- 2) Placement and Training Department

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## ANTI-RAGGING MEETING SUMMARY

ACADEMIC YEAR 2022-2023

| S.NO | DATE       | NO.OF MEMBERS ATTENDED |
|------|------------|------------------------|
| 1    | 06.08.2022 | 9 No's                 |
| 2    | 20.01.2023 | 9 No's                 |

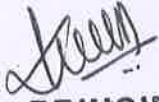
To Summarize, there are no major students grievance in the academic year 2022-2023 as the different committees pertaining to the welfare of students are working well.

  
In charge Anti-Ragging Squad

Copy to:

- 1) Principal (For Kind Information)
- 2) Placement and Training Department
- 3) All HoDs

  
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JKKMCT/CIR/001/GR/OCT22

DATE: 07/10/22

**CIRCULAR**

**NOTIFICATION OF MEETING**

A Meeting of the constituted Grievance Redressal cell of J.K.K.Munirajah College of Technology will be held on 13.10.2022 in Principal chamber at J.K.K.Munirajah College of Technology.

The agenda of Meeting:

1. Regarding bus timing and Hand wash arrangement.
2. Regarding drinking water facilities for students.
3. Other issues.

**CONVENER**

**Grievance Redressal cell**

**PRINCIPAL**

**JKK MUNIRAJAH COLLEGE  
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2. HOD'S All Department
3. Notice Board
4. File

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### STUDENTS GRIEVANCE AND REDRESSEL CELL


A Minutes of meeting of the students grievance and Redressal cell held at Principal chamber Room on 13.10.2022 2.30 pm under college Grievance Redressal cell in charge.

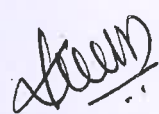
- Performance of the cell was discussed.
- Need extension of few bus route timings and new bus stops.
- Need more hand wash facility for days-scholar students.
- Need hot water and drinking water facilities for students.

The meeting ended with Vote of thanks.

#### COMMITTEE MEMBERS ATTENDANCE :

| S.NO | NAME              | POSITION<br>( Chairman /<br>Member ) | PRESENT<br>DESIGNATION/<br>OCCUPATION | MOBILE<br>NUMBER |
|------|-------------------|--------------------------------------|---------------------------------------|------------------|
| 1    | Mrs.MOHANAPRIYA V | Member                               | HOD/CIVIL                             | 8675834476       |
| 2    | Mrs.U.SASIKALA    | Convener                             | AP/ECE                                | 9715084075       |
| 3    | Dr.C.MURUGESAN    | Member                               | HOD/ECE                               | 9789456706       |
| 4    | Dr.SATHYABALAJI N | Member                               | HOD/CSE                               | 9578191257       |
| 5    | Dr.SARAVANAN C    | Member                               | HOD/EEE                               | 9994050050       |
| 6    | Mr.SRIRAM K       | Member                               | HOD/MECH                              | 8056748680       |
| 7    | Mr.MAGESH V       | Member                               | HOD/MECH                              | 9095057585       |
| 8    | Mr.VADIVEL E R    | Member                               | HOD/MBA                               | 9345379991       |

  
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### STUDENTS GRIEVANCE AND REDRESSEL CELL

| ISSUES DISCUSSED   | ACTION TAKEN  |
|--|---|
| Need extension of few bus route timings and new bus stops. | Few bus route timings have been changed to reduce the students risk of getting buses on time and new bus stops are added in the existing route. |
| Need more hand wash facility for days-scholar students.    | More number of hand wash taps are fixed in more places.   |
| Need drinking and hot water facilities for students.       | Drinking and Hot water facilities are provided in each floor.   |

  
CONVENER

  
PRINCIPAL

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JKKMCT/CIR/002/GR/MAR23

DATE: 21/02/23

**CIRCULAR**

**NOTIFICATION OF MEETING**

A Meeting of the constituted Grievance Redressal cell of J.K.K. Munirajah College of Technology will be held on 03.03.2023 in Principal chamber at JKKMCT. The Agenda of the meetings given below.

The agenda of Meeting:

1. Regarding changing hostel mess timing.
2. Regarding increasing Lunch time and interval timing.

  
CONVENER


Grievance Redressal cell

  
PRINCIPAL  
PRINCIPAL

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3. Notice Board
4. File

  
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### STUDENTS GRIEVANCE AND REDRESSEL CELL

A Minutes of meeting of the students grievance and Redressal cell held on 03.03.2023 at Seminar Hall at 3.30 pm under college Grievance Redressal cell In charge.

- Performance of the cell was discussed.
- Previous meeting points are discussed.
- Changing of hostel food menu and mess time were discussed.
- Changing lunch time and interval time possibilities discussed.

The meeting ended with Vote of thanks.

#### COMMITTEE MEMBERS:

| S.N<br>O | NAME              | POSITION<br>( Chairman<br>/ Member ) | PRESENT<br>DESIGNATI<br>ON | MOBILE<br>NUMBER | SIGNATURE |
|----------|-------------------|--------------------------------------|----------------------------|------------------|-----------|
| 1        | Mrs.MOHANAPRIYA V | Chairperson                          | HOD/CIVIL                  | 8675834476       |           |
| 2        | Mrs.U.SASIKALA    | Convener                             | AP/ECE                     | 9715084075       |           |
| 3        | Dr.C.MURUGESAN    | Member                               | HOD/ECE                    | 9789456706       |           |
| 4        | Dr.SATHYABALAJI N | Member                               | HOD/CSE                    | 9578191257       |           |
| 5        | Dr.SARAVANAN C    | Member                               | HOD/EEE                    | 9994050050       |           |
| 6        | Mr.SRIRAM K       | Member                               | HOD/MECH                   | 8056748680       |           |
| 7        | Mr.MAGESH V       | Member                               | HOD/MECH                   | 9095057585       |           |
| 8        | Mr.VADIVEL E R    | Member                               | HOD/MBA                    | 9345379991       |           |
|          |                   |                                      |                            |                  |           |

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**STUDENTS GRIEVANCE AND REDRESSAL CELL**

| ISSUES DISCUSSED                             | ACTION TAKEN   |
|--|--|
| Changing of hostel food menu and timing.     | Food menu have been changed as per student convenience and also mess timing adjusted . |
| Issues in Lunch Timing and interval timings. | Issues in Lunch timing and interval timing was discussed and rectified                 |

**CONVENER**

Grievance Redressal cell

**PRINCIPAL  
PRINCIPAL**

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JKKMCT/CIR/001/ASH/AUG22

DATE: 04/08/22

### CIRCULAR

### ANTI SEXUAL HARRESMENT CELL

A meeting will be conducted on 11.08.2022 to discuss about the activities of anti sexual cell and resolutions taken for the academic year 2022-2023.

The following members asked to present at the time of meeting

| S.NO | NAME OF THE FACULTY | DESIGNATION | POSITION  |
|------|---------------------|-------------|-----------|
| 1    | Dr.K.SRIDHARAN      | PRINCIPAL   | PRINCIPAL |
| 2    | Mr.E.R.VADIVEL      | HOD/MBA     | Convener  |
| 3    | Mrs.V.MOHANAPRIYA   | HOD/CIVIL   | Member    |
| 4    | Mrs.U.SASIKALA      | AP/ECE      | Member    |
| 5    | Mrs.A.KANIMOZHI     | AP/MCA      | Member    |
| 6    | Mr.PALANISAMY       | AP/EEE      | Member    |
| 7    | Mrs.S.POORNIMA      | AP/S&H      | Member    |
| 8    | Mr.P.ESWARAN        | AP/MECH     | Member    |
| 9    | Mr. K.S.RAMESH      | AP/AUTO     | Member    |

CONVENER

Copy to

All Members

PRINCIPAL  
PRINCIPAL

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### **MINUTES OF MEETING**

The following resolutions taken by the members:

- Creating awareness among the students and faculty members about functioning and existence of cell.
- Advising the students not to misuse the mobile phones.
- Advising girl students not to be solitaire
- Advising the girl students not to attracted towards gifts.
- Advising the girl students not to ignore or delay in complaining.
- There is no complaint received during the academic year 2021-2022.
- The committee endorsed their satisfaction in smooth functioning of the cell as well.

  
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|------|---------------------|-------------|-----------|-----------|
| 1    | Dr.K.SRIDHARAN      | PRINCIPAL   | PRINCIPAL |           |
| 2    | Mr.E.R.VADIVEL      | HOD/MBA     | Convener  |           |
| 3    | Mrs.V.MOHANAPRIYA   | HOD/CIVIL   | Member    |           |
| 4    | Mrs.U.SASIKALA      | AP/ECE      | Member    |           |
| 5    | Mrs.A.KANIMOZHI     | AP/MCA      | Member    |           |
| 6    | Mr.PALANISAMY       | AP/EEE      | Member    |           |
| 7    | Mrs.S.POORNIMA      | AP/S&H      | Member    |           |
| 8    | Mr.P.ESWARAN        | AP/MECH     | Member    |           |
| 9    | Mr. K.S.RAMESH      | AP/AUTO     | Member    |           |

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JKKMCT/CIR/001/ASH/FEB23

DATE: 04/02/23

## CIRCULAR

### ANTI SEXUAL HARRESMENT CELL

A meeting will be conducted on 17.02.2023 to discuss about the activities of anti sexual cell and resolutions taken for the previous meeting.

The following members are instructed to attend the meeting without Fail

| S.NO | NAME OF THE FACULTY | DESIGNATION | POSITION  |
|------|---------------------|-------------|-----------|
| 1    | Dr.K.SRIDHARAN      | PRINCIPAL   | PRINCIPAL |
| 2    | Mr.E.R.VADIVEL      | HOD/MBA     | Incharge  |
| 3    | Mrs.V.MOHANAPRIYA   | HOD/CIVIL   | Member    |
| 4    | Mrs.U.SASIKALA      | AP/ECE      | Member    |
| 5    | Mrs.A.KANIMOZHI     | AP/MCA      | Member    |
| 6    | Mr.PALANISAMY       | AP/EEE      | Member    |
| 7    | Mrs.S.POORNIMA      | AP/S&H      | Member    |
| 8    | Mr.P.ESWARAN        | AP/MECH     | Member    |
| 9    | Mr. K.S.RAMESH      | AP/AUTO     | Member    |

CONVENER

Copy to

All Members

PRINCIPAL

PRINCIPAL

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### MINUTES OF MEETING

The following resolutions taken in the meeting:

- Creating awareness among the students and faculty members about functioning and existence of cell.
- Advising the students not to misuse the mobile phones.
- Advising girl students not to be solitaire
- Advising the girl students not to attracted towards gifts.
- Advising the girl students not to ignore or delay in complaining.
- There is no complaint received during the academic year 2021-2022.
- The committee endorsed their satisfaction in smooth functioning of the cell as well.

| S.NO | NAME OF THE FACULTY | DESIGNATION | POSITION  | SIGN |
|------|---------------------|-------------|-----------|------|
| 1    | Dr.K.SRIDHARAN      | PRINCIPAL   | PRINCIPAL |      |
| 2    | Mr.E.R.VADIVEL      | HOD/MBA     | Incharge  |      |
| 3    | Mrs.V.MOHANAPRIYA   | HOD/CIVIL   | Member    |      |
| 4    | Mrs.U.SASIKALA      | AP/ECE      | Member    |      |

**PRINCIPAL**  
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|   |                   |          |                       |  |
|---|-------------------|----------|-----------------------|--|
| 5 | Mr.T.S.THAMBIRAAN | AP/EEE   | Assistant Coordinator |  |
| 6 | Mrs SAVITHRI      | AP/CSE   | Assistant Coordinator |  |
| 7 | Mr RAMESH         | AP/AUTO  | Assistant Coordinator |  |
| 8 | Mrs SHANTHI       | AP/S&H   | Assistant Coordinator |  |
| 9 | Ms.V.SATHIYAPRIYA | AP/CIVIL | Assistant Coordinator |  |

Co-Coordinator

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