



RVS COLLEGE OF ENGINEERING AND TECHNOLOGY
Kumaran Kottam Campus, Trichy Road, Kannampalayam, Coimbatore – 641 402
Accredited by NAAC/AICTE New Delhi/Affiliated to Anna University, Chennai/
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Internal Complaints Committee Circular

Date: 22.08.2022

Sub: Formation of Internal Complaints Committee 2022-23- reg.

The following members shall constitute the Internal Complaints Committee of RVS College of Engineering and Technology for the Academic year 2022-23.

Sl. No.	Name	Role	Present Designnation/ Occupation	Contact Number	Mail ID
1	Dr.D.Jeyakumari	Chairperson	HoD-ECE	9842603569	dgjeyakumari@gmail.com
2	Mrs.V.Subhashree	External Member	Advocate	9843844722	subhashree95@gmail.com
3	Mrs.K.Sumathi	External Member	Inspector of Police	9965758888	sumathi.k1880@gmail.com
4	Dr.B.Suganthi	Member	Asso.Prof-ECE	9443975922	suganth.b@gmail.com
5	Mrs.S.Pandeeswari	Member	Asst.Prof-ECE	9500774865	pandikrishna2014@gmail.com
6	Mrs.D.Suganthi	Member	Asst.Prof-CSE	9942202811	suganthicse11@gmail.com
7	Dr.R.Sivakami	Member	Asst.Prof-S&H	7373757666	sivakawin@gmail.com
8	Mrs.S.Kalaiselvi	Member	Lab Technician -S&H	9842014269	Kalaselvi.sp74@gmail.com
9	Ms.P.Sneha	Student's representatives	IV CSE	9543116262	snehap1892002@gmail.com
10	Ms.V.Vasuki	Student's representatives	IV ECE	6384657907	vasukiv170@gmail.com
11	Ms.R.lalithkala	Student's representatives	III ECE	9384598198	rlalithkala@gmail.com




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Internal Complaints Committee

Date: 05.09.2022

Circular

This is to inform that an ICC meeting will be conducted on 07.09.2022 at 10.30 am in RVSCET Conference Hall. All the members and students' representatives of ICC are requested to attend the meeting without fail.


Chair person
(Internal Complaints Committee)
Department of ECE
RVS College of Engineering and Technology
Coimbatore - 641 402.

Copy To:

1. The Principal/AO for kind information
2. The Members
3. All HoDs
4. File

1) Mech. B. G. B.
2 - B.B.B. - M. J. J.
3 - S.H. - P. J. J.
4. C.B. - P. J. J.
5. C.B. - P. J. J.
6. P.U.E. - K. J. J.




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Internal Complaints Committee



Minutes of the Meeting

Date and Time: 07.09.2022, 10.30 am

Venue : RVSCET- Conference Hall

Agenda : 1) Status of any incident of women harassment in the campus
2) Awareness on women harassment

The following members were present:

1. Dr.D.Jeyakumari, HoD-ECE, Chairperson 
2. Mrs.B.Suganthi, ASP/ECE 
3. Mrs.S.Pandeeswari, AP/EEE
4. Mrs.D.Suganthi, AP/CSE
5. Mrs.R.Sivakami, AP/S&H
6. Mrs.K.Kalaiselvi Lab Tech/S&H
7. Ms.P.Sneha IV/CSE Student's Representative
8. Ms.V.Vasuki IV/ECE Student's Representative
9. Ms.R.lalithkala III/ECE Student's Representative

Dr. D. Jeyakumari, Chairperson & HoD/ECE welcomed all the members and encouraged them for their cooperation and valuable suggestions for the successful functioning of the ICC during the academic year 2022- 23.

The previous minutes of meeting held for the same during the academic year 2021-22 was presented to the members.

Mrs. B. Suganthi, ASP/ECE submitted a report stating that there were no cases relating to sexual harassment in the college during the last academic year.

It was discussed that a mechanism of dissemination of the duties of committee and its policy must be circulated amongst all the internal stakeholders.

It was also brought out in the meeting an awareness program must be organized in the campus for the same purpose.

Meeting ended with vote of thanks


Chair person
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2. BBE - Mmm
3. SAA - A. S. S.
4. CSA -
5. P&E - K




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Action Taken Report on Internal Complaints Committee

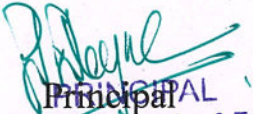
Minutes of the Meeting Date: 07.09.2022

Time: 10.30 am

Venue: RVSCET- Conference Hall

1. The duties of committee and its policy were circulated amongst all the internal stakeholders.
2. Students were encouraged for the academic performance
3. It was decided to conduct an awareness program on March 2023.


Dr. D. J. AKUMARI
Chair person
Department of ECE
(Internal Complaints Committee)
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Internal Complaints Committee

Date: 21.02.2023

Circular

This is to inform that Internal Complaints Committee is requesting to attend the meeting on 24.02.2023 at 11.00 am in the Conference Hall of the RVSCET. All members and students' representatives are requested to attend the meeting.

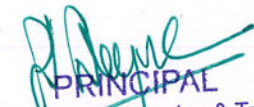
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Dr. D. S. JAYAMARI
(Internal Complaints Committee)
Department of ECE
RVS College of Engineering and Technology
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1. D. S. Jayamari
2. BBB - M. M. M.
3. SCH - P. L. L.
4. CLB - P. L. L.
5. PCA - R. K. K.




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Internal Complaints Committee

Minutes of the Meeting

The meeting of Internal Complaints Committee was held on 24.02.2023 at 11.00 am in the Conference Hall of the RVSCET. The following members were present in the meeting

1. Dr.D.Jeyakumari, HoD-ECE, Chairperson 
2. Mrs.B.Suganthi, ASP/ECE 
3. Mrs.S.Pandeeswari, AP/EEE
4. Mrs.D.Suganthi, AP/CSE
5. Mrs.R.Sivakami, AP/S&H
6. Mrs.K.Kalaiselvi Lab Tech/S&H
7. Ms.P.Sneha IV/CSE Student's Representative
8. Ms.V.Vasuki IV/ECE Student's Representative
9. Ms.R.lalithkala III/ECE Student's Representative

Dr. D. Jeyakumari, HoD/ECE, Chairperson welcomed all the members of ICC.

The proceedings of the meeting as follows:

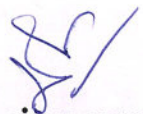
- Previous meeting minutes were read out by the chairperson
- The committee took up discussion on the matter on considering the impact of the statement on the complainant, unanimously recommended the following
(a) Unconditional written apology about the comments made by the respondent to the complainant.

- (b) Strict written warning of strict action in case of repeated behavior by the respondent
- (c) There should not be any kind of discrimination against the complainant.
- (d) The confidentiality of the complainant should be maintained.
- The committee also discussed about creation of awareness of ICC among staff and students.
- Students could be encouraged for the academic performance
- Counseling would be given to the students by the counselor
- Students could be advised for the safety precautions.

The Committee noted that no complaint of sexual harassment had been received from any students and faculty.

The Chairperson conveyed her thanks to the members for attending the meeting and the members agreed that the Committee would meet on a regular basis or at earlier, if needed.

The meeting ended with vote of thanks.

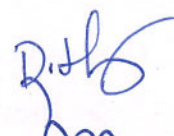
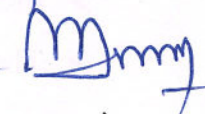
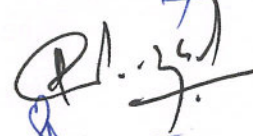



Chair person

(Internal Complaints Committee)

Professor / HOD
Department of ECE
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4. CR - 
5. PCE - 
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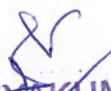
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Action Taken Report on Internal Complaints Committee

The meeting of Internal Complaints Committee was held on 24.02.2023 at 11.00 am in the Conference Hall.

1. Students were encouraged for the academic performance through motivational talks by the Heads of various departments.
2. Students were advised for the safety precautions especially girl students.
3. Awareness program was conducted with the help of women Empowerment cell


Dr. D. JEYAKUMARI
Chair person
Department of ECE
RVS College of Engineering and Technology
(Internal Complaints Committee)
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Internal Complaints Committee

Date: 06.03.2023

Circular

This is to inform that an Awareness Program on “Prevention on Sexual Harassment” will be conducted by Mrs.S.Reena, Joint Secretary of Coimbatore Bar Association, Coimbatore, on 08.03.2023 at 02.00pm in RVSCET Seminar Hall. All the members and students are invited to attend the program.

Chair person

(Internal Complaints Committee)
Dr. D. JEYAKUMAR
Professor / Head
Department of ECE
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2. BBB - M. J. J.
3. SFA - P. J. J.
4. CEA - P. J. J.
5. PGE - K. J. J.



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Internal Complaints Committee

Awareness Program on “**Prevention on Sexual Harassment**” in the workplace

8th March 2023

Report

Internal Complaints Committee (ICC), RVSCET organized an Awareness Program “**Prevention on Sexual Harassment**” in the workplace on 8th of March, 2023. This program was planned to sensitize members of the staff, learners on identifying and preventing harassment in their work sphere

The session commenced at 02:00 pm on 8th March 2023 with the welcome address and speaker introduction was given by Dr. D. Jeyakumari, HoD-ECE and the session followed.

The speaker of the program was **Advocate Mrs. S. Reena** shared some of the points on rules and regulations for preventing of sexual harassment. He pointed out the importance of a women's harassment prevention cell, and how to launch complaints to that cell. She shared few of her cases, on how to address an employee in the workplace. She also talked about some policy-making and roles on responsibilities of the management and complaints committee. She concluded that whenever women are sexually harassed or abused at workplaces, it involves sexual coercion, intimidation, deprivation of their right to work in a violence-free atmosphere, and a hostile work environment that affect their safety, well-being, and health. She pointed out that development is not an economic issue alone but rather an issue of women empowerment and human growth as a whole.

The participants were told about POSH Mantra, role of complaints committee, and policy. The speaker had given few case studies and scenarios and ensured that the session was highly interactive. The program ended with vote of thanks given by Mrs. D. Suganthi, ASP/ECE, RVSCET.




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Awareness Program on “Prevention on Sexual Harassment” by
Advocate Mrs. S. Reena on 08/03/2023



Awareness Program on “Prevention on Sexual Harassment” Participants on 08/03/2023


Chairperson
Dr. D. JEYAKUMARI
(Internal Complaints Head
Department of ECE
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