

Criteria – 5

5.1.5. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

**Minutes of the meetings of
student redressal
committee, prevention of
sexual harassment
committee and Anti
Ragging committee**



Dhirajlal Gandhi College of Technology

MINUTES OF THE MEETING

ANTI-RAGGING COMMITTEE

DATE	:	23/08/2016
TIME	:	11:00am - 12:30pm
VENUE	:	Seminar Hall
MEETING CALLED By	:	Dr.V.Muralibhaskaran, Principal
PURPOSE OF THE MEETING	:	To discuss the functions of the Anti-Ragging Committee
MEMBERS PRESENT	:	Dr.V.Muralibhaskaran, Dr.Sumathi, Dr.Selvaraj, Dr.Saravanan, Dr.Venkatesh, Dr.Rajendran, Mr.Silambarasan
DISCUSSION & CONCLUSION:		
<ul style="list-style-type: none">• The Committee members were announced by the principal and informed that the team will be available on campus on all working days• HOD is informed to select 2 students from each Department to be a member of the Anti-Ragging Committee.• The foremost aim of the Committee is to be more vigilant and sensitive towards any kind of abuse during the class or out of class hours.• The Committee members in turns, to on rounds during the breaks and before and after college hours in College, especially in and outside canteen and restrooms.• The round is to prevent any happenings and to sense any abnormalities and to take immediate action.• The student representative members of the Committee can be posted on each floor to ensure anti-ragging.• The anti-ragging posters to be put up on campus where the students movement is large in number - Principal's office, corridors, canteen, hostels, reception hall, admin office.• To ensure at the admission office, that an affidavit on anti-ragging is taken from parent and the student.		

- To inform the class teachers to instruct the students and to go through the College Calendar for the Rules & Regulations regarding ragging.
- On the Fresher's Day to orient on Anti-Ragging Policy.
- The students to be made aware of the consequences of ragging.
- The hostel wardens need to be vigilant as the hostel students are more vulnerable to ragging as the hostel students have an opportunity to stay together.
- Wardens to ensure more informal meetings, sports, organized games, TV time, for the students in the evenings to get to know more about each other and to ensure friendliness.
- Any incidents of ragging can be brought to the notice of any Committee members.
- Any action like teasing by verbal / action / writing can be brought to the notice of the committee.
- Any complaint against ragging has to be addressed immediately and has to be brought to the notice of the Principal and the Committee members.
- Both the victim and the bully have to be brought to the student counselor to address their emotional issues.
- Actions against ragging have to be taken immediately.
- Immediate suspension of the students involved has to happen.
- A small committee of 3-4 members to be formed to do the enquiry and report has to be submitted to the Principal and necessary actions to be taken immediately.
- Necessary records to be maintained regarding the complaints, enquiry report & action taken.
- No incidents of ragging were reported in the previous semester.



Principal

Dr. V. MURALI BHASKARAN, M.E., Ph.D
Principal
Dhirajal Gandhi College of Technology
Sikkanampatty, Salem - 636 309



Dhirajlal Gandhi College of Technology

MINUTES OF THE MEETING

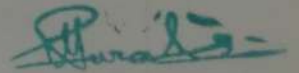
GRIEVANCE REDRESS COMMITTEE

DATE	:	12/06/2017
TIME	:	11:00am - 12:30pm
VENUE	:	Seminar Hall
MEETING CALLED By	:	Dr.V.Muralibhaskaran, Principal
PURPOSE OF THE MEETING	:	To discuss the functions of the Student Grievance Redressal Cell
MEMBERS PRESENT	:	Dr.V.Muralibhaskaran, Dr.Sumathi, Dr.Selvaraj, Mr.Saravanan, Dr.Venkatesh, Dr.Rajendran, Mr.Silambarasan

DISCUSSION & CONCLUSION:

- The cell is to provide support to the students against any kind of distress.
- Any student can approach the Cell for any kind of grievance / complaint against member of the faculty / administration / students.
- The Committee members need to listen / do enquiries and take necessary steps / actions to help the student who is in distress.
- The students can meet the Committee members to give any suggestions for the betterment of the students or to improve any services they avail in College
- The grievance to be addressed by the Grievance Redress Committee members. Whichever is beyond their level of resolution can be brought to the notice of the Principal.
- Any grievance / complaint to be addressed within 3 days.
The written complaint should be filed within two months of the event to which it refers and should include the following:

- a. Statement of the allegation.
- b. Description of the alleged facts.
- c. Summary of steps they already have taken any attempt to resolve the problem.
- d. Name/s of the person's thought to be responsible for the alleged events.
- e. Other facts considered to be pertinent to the case.
- f. Signature of the person initiating the complaint.



Principal

Dr. V. MURALI BHASKARAN, M.E., Ph.D
Principal
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MINUTES OF THE MEETING

ANTI-RAGGING COMMITTEE

DATE	:	14/11/2019
TIME	:	11:00am - 12:30pm
VENUE	:	Seminar Hall
MEETING CALLED By	:	Dr.S.Saravanan, Principal
PURPOSE OF THE MEETING	:	To discuss the functions of the Anti-Ragging Committee
MEMBERS PRESENT	:	Dr.Saravanan,Dr.Sumathi, Dr.Selvaraj, Dr.Venkatesh, Dr.Rajendran, Mr.Silambarasan
DISCUSSION & CONCLUSION:		
<ul style="list-style-type: none">• The Principal congratulated the team for ensuring Anti-Ragging Policy on campus.• He also said that no complaints were registered on ragging during the previous semester.• The Committee needs to ensure and continue to do what has been concluded in the previous Anti-Ragging Committee Meeting.• The students were congratulated for their sincerity of being on rounds during the breaks.		



Principal

Dr. S. SARAVANAN, M.E., Ph.D., MISTE.,
PRINCIPAL
Dhirajlal Gandhi College of Technology
Sikkanampatty, Salem - 636 309.