



VELAMMAL INSTITUTE OF TECHNOLOGY

Approved by AICTE New Delhi, Affiliated to Anna University Chennai
CSE, ECE, EEE, IT, MECH Accredited by NBA, NAAC
"Velammal Knowledge Park", Chennai - Kolkatta Highway, Ponneri - 601 204

04.01.2023

INTERNAL COMPLAINT COMMITTEE

CIRCULAR

A meeting is scheduled on 08.01.2023 in the principal's chamber at 10.30 a.m. All the members of internal complaint committee are informed to attend the meeting without fail.




PRINCIPAL

Principal
Velammal Institute of Technology
Velammal Gardens
Panchetti Village & Post, Ponneri (Tk)
Thiruvallur (Dist) - 601204

Copy to :

- All HOD's
- Main notice board
- Grievances Redressal Cell Committee members
- IQAC



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DATE: 08.01.2023

MINUTES OF MEETING

The following points were discussed and shared in the meeting:

1. The meeting's chairperson greeted each and every member in attendance with a warm welcome.
2. The committee has confirmed that no reports of internal complaints against any staff members at our institution have been made by female employees.
3. Members of the committee discussed expectations for students' behaviour both on and off campus, including dress codes.
4. It is recommended and encouraged that all female students talk about any problems they run into on campus.
5. Dr. V. Sindhu gave a vote of thanks to adjourn the meeting.

S.NO	NAME	DESIGNATION	POSITION
1	Dr. V. Sindhu	Assoc. Prof/ Physics	Chairperson
2	Dr. B. Sridevi	Prof./ECE	Member
3	Dr.V.P. Gladispushparathi	Prof./CSE	Member
4	Dr. S. Padmapriya	Prof./AI&DS	Member
5	Dr.V. Sheela Violet Rani	Asst.Prof./Chem.	Member
6	Ms.G.Durga Devi	Asst.Prof/IT	Member
7	Ms. G. Bhavani	Asst.Prof/EEE	Member
8	Ms. S. Sowmiyah	Asst.Prof./MATHS	Member
9	Ms. V. Deepa	Asst. Prof/English	Member
10	Ms.Srimathi	HR-Admin	Member
11	Ms. S. Sindhuja	II / IT	Student Representative
12	Ms. S. Devi Priya	II/ CSE	Student Representative

NOTE: Since no student complaints were filed, the committee came to the conclusion that there were no problems, either academic or non-academic.




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