



**ROHINI**  
**COLLEGE OF ENGINEERING & TECHNOLOGY**  
**(AUTONOMOUS)**

Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai (An ISO Certified Institution)

Accredited with A+ Grade by NAAC

Recognized under Section 2(f) of University Grants Commission, UGC ACT 1956

RCET / ICC / 2024-2025 / 01

05/08/2024

**CIRCULAR**

Dear Members,

Sub: Meeting of Internal Complaints Committee is scheduled on 08<sup>th</sup> August 2024,

Thursday – reg.

I am by direction to inform that a meeting of Internal Complaints Committee will be held as below. We expect your esteemed presence and welcome your valuable inputs.

**Date: 08<sup>th</sup> August 2024**

**Day: Thursday**

**Time: 4.00 p.m.**

**Venue: Board Room (APJ Block)**

**Agenda:** To plan various awareness programs to be organized for the academic year 2024-2025.

Kindly, make it convenient to attend the meeting.

**CO-ORDINATOR**

**PRINCIPAL**



# MINUTES OF THE INTERNAL COMPLAINTS COMMITTEE

Meeting: 01

**Date** : August 08, 2024  
**Time** : 4:00 PM  
**Venue** : Board Room

The College Internal Complaints Committee is reconstituted with the following Composition.

<u>Name of the members</u>	<u>Designation</u>	<u>Position</u>	<u>Contact Number</u>
Dr. P. Anusha Devi	ASP & Head/ Maths	Convener	7598396804
Dr. M. Tamil Selvi	Professor/ Civil	Member	98401236243
Mrs. R. Meenakshiammal	AP/ CSE & Associate Dean (Addmissions)	Member	9944260873
Mrs. J. Lakshmi @ Fasecha	AP/ MBA	Member	6379152831
Dr. N. Amutha Priya	ASP/ EEE & Dean (Academic)	Member	8489246216
Srimathi R. Sarojini	District Social Welfare Officer Rtd	External Member	9442829968

The following points were discussed.

- The meeting commenced at 4:00 PM. The convener welcomed all members of the college internal complaints committee outlined the primary focus of the meeting.
- Convener briefed in internal complaints committee.
- The roles and responsibilities of the faculty members were discussed.
- The members decided to organize Awareness Programme for Prevention of Sexual Harassment, Awareness Program on Women Safety, Awareness Program on Gender Equality
- The member Dr. M. Tamil Selvi, thanked all the members for their active participation and suggestions.

  
CO-ORDINATOR

  
PRINCIPAL