



# Kovai Kalaimagal College of Arts and Science



Re- Accredited with 'A' Grade by NAAC

(An Autonomous Institute, Affiliated to Bharathiar University)

Vellimalaipattinam, Narasipuram Post, Thondamuthur Via, Coimbatore 641 109.

Ph: 0422 – 2970131 / 132, Fax: 0422 – 2970427, 9500564940

Ref: KKCAS/ICC/2021 -22/04

14.6.2021

## Circular

Internal Complaints Committee will be held on 18.6.2021 (Friday) at 3.00 p.m in the Principal's Room. All the members of the committee are requested to attend the meeting without fail.

*[Signature]*  
14/6/2021  
Principal

**Principal**  
Kovai Kalaimagal College of Arts and Science  
Narasipuram Post, Coimbatore - 641 109.



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## INTERNAL COMPLAINTS COMMITTEE MEMBERS - 2021-2022

| Sl.No | Name of the member       | Designation                          |
|-------|--------------------------|--------------------------------------|
| 1     | Dr.V.Vijayalakshmi       | Dean -Commerce                       |
| 2     | Dr.S.Mazhalai<br>Silambu | HOD & Associate Professor in Tamil   |
| 3     | Dr.N.Priyadharshini      | Women Faculty (HoD-Commerce CA)      |
| 4     | Mrs.N.Deepalatha         | Non Teaching staff                   |
| 5     | Mrs.V.Kalamani           | Non Teaching staff                   |
| 6     | KEERTHANA. B             | Student of III BBA CA                |
| 7     | SHARMILA V               | Student of III B.Sc IT               |
| 8     | Dr. K.Ramamurthi         | Principal, VLB CAS(Legal Background) |

*Dr. Mazhalai*  
14/6/2021

**Principal**  
Kovai Kalaimagal College of Arts and Science  
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## MINUTES OF MEETING INTERNAL COMPLAINTS COMMITTEE - 2021-2022

Minutes of the meeting of Internal Complaints Committee was held on 18.6.2021 (Friday) in the Principal's Chamber at 3.00 pm .

The following members were present:

| Sl.No | Name of the member    | Designation                        | Signature |
|-------|-----------------------|------------------------------------|-----------|
| 1     | Dr N.Mala             | Principal                          |           |
| 2     | Dr.V.Vijayalakshmi    | Dean -Commerce                     |           |
| 3     | Dr.S.Mazhalai Silambu | HOD & Associate Professor in Tamil |           |
| 4     | Dr.N.Priyadharshini   | Women Faculty (HoD-Commerce CA)    |           |
| 5     | Mrs.N.Deepalatha      | Non Teaching staff                 |           |
| 6     | Mrs.V.Kalamani        | Non Teaching staff                 |           |
| 7     | KEERTHANA. B          | Student of III BBA CA              |           |
| 8     | SHARMILA V            | Student of III B.Sc IT             |           |
| 9     | Dr. K.Ramamurthi      | Principal CIMAT(Legal Background)  |           |

Meeting commenced with welcome address by the Principal. After detailed discussion about the incidence of the Sexual Harassment in Educational Institutions and work places and their impacts on the members of the society, the following resolutions were passed.

1. Resolved to make the students, teaching and nonteaching staff of both sex aware of the kinds of grievances and complaints that can be brought under the category of Sexual Harassment and the punishment that can be given by the court of law to the persons who are indulging in such acts.

2. Resolved to display posters with the helpline numbers at prominent places in the campus.
3. Resolved to make all those concerned aware of the Code of Conduct of the college, norms for use of library, laboratory, office and public places and also the consequences of violating the code.
4. Resolved to get declaration form signed by all those concerned accepting the code.
5. Resolved to make the women students know about the procedure for filing complaints in case they get affected.
6. Resolved to conduct the detailed enquiry within 15 days from the day of incidence and the guilt should be proved, beyond any reasonable doubt with adequate evidences. Once the guilt is proved the concerned persons should be punished as per the guidelines issued by the Government of Tamil Nadu.

As there was no other matters to be discussed, the meeting was concluded with the vote of thanks proposed by the convener.



Principal

**Principal**  
Kovai Kalaimagal College of Arts and Science  
Narasipuram Post, Coimbatore - 641 109.