



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/2023-24/01

18.6.2023

Circular

Meeting of Internal Complaints Committee will be held on 28.6.2023 (Wednesday) at 3.00 p.m in the Principal's Room. All the members of the committee are requested to attend the meeting without fail.

N. Lalala
Principal 18/6/23



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MINUTES OF MEETING INTERNAL COMPLAINTS COMMITTEE - 2023-2024

Minutes of the meeting of Internal Complaints Committee was held on 28.6.2023 (Wednesday) 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	<i>N. Mala</i> 28/6/23
2	Dr.V.Vijayalakshmi	Dean -Commerce	<i>V. Vijayalakshmi</i> 28/6/23
3	Dr.S.Mazhalai Silambu	HOD & Associate Professor in Tamil	<i>S. Mazhalai Silambu</i> 28.6.23
4	Mrs D.UmaNandhini	Women Faculty (HoD-Computer Science)	<i>Deena Nandhini</i> 28/6/23
5	Mrs.N.Deepalatha	Non Teaching staff	<i>Deepalatha</i> 28/6/23
6	Mrs.V.Kalamani	Non Teaching staff	<i>V. Kalamani</i>
7	A.Sagayarani	Student of III B.Com	<i>A. Sagayarani</i>
8	S.K.Madhu Suruthika	Student of III B.Sc ES IT	<i>S.K. Madhu Suruthika</i>
9	Dr. K.Ramamurthi	Principal VLB CAS(Legal Background)	ABSENT

Meeting commenced with welcome address by the Principal. After detailed discussion the following resolutions were passed.

1. Resolved to make the students, teaching and non teaching staff 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.

N. Lalala
28/6/23
Principal
PRINCIPAL
Kovai Kalanagar College of Arts and Science
(Autonomous)
Vellore - Palupallanam - Narasimharpet - 641 011
Hosur Road (via), Coimbatore - 641 011



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INTERNAL COMPLAINTS COMMITTEE MEMBERS - 2023-2024

Sl.No	Name of the member	Designation
1	Dr N.Mala	Principal
2	Dr.V.Vijayalakshmi	Dean -Commerce
3	Dr.S.Mazhalai Silambu	HOD & Associate Professor in Tamil
4	Mrs D.UmaNandhini	Women Faculty (HoD-Computer Science)
5	Mrs.N.Deepalatha	Non Teaching staff
6	Mrs.V.Kalamani	Non Teaching staff
7	A. Sagayarani	Student of III B.Com
8	S.K.Madhu Suruthika	Student of III B.Sc IT
9	Dr. K.Ramamurthi	Principal , VLB CAS (Legal Background)

N. Mala
18/6/23
PRINCIPAL

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