

**PAAVAI ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**PACHAL, NAMAKKAL**

**C.No.: PEC/AR/AY2021-22/CIR-01**

**Date: 04.08.2021**

**Circular**

As per the UGC's instructions to foster a safe and ragging-free atmosphere, Paavai Engineering College is delighted to declare the formation of its Anti-Ragging Committee for the academic year 2021–2022, consisting of the following members:

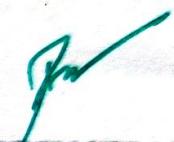
<b>S.No.</b>	<b>Name of the Members</b>	<b>Designation</b>	<b>Role</b>
1	Dr.M. Premkumar	Principal	Chair Person
2	Mr.M. Mohan	Head/S&H	Member
3	Mr. B. Venkatesan	Head/IT	Member
4	Dr. G.Balaji	Head/EEE	Member
5	Dr. D. Banumathy	Head/CSE	Member

**ANTI-RAGGING SQUAD**

<b>S.No</b>	<b>Name of the Members</b>	<b>Designation</b>	<b>Role</b>
1	Dr. G.Balaji	Head/EEE	Member
2	Dr. D.Banumathy	Head/CSE	Member
3	Dr. G.Raja	Head/Chemistry	Member
4	Dr. B.Kishok kumar	Professor, Mathematics	Member
5	Dr. P.Jayakumar	Head/Mathematics	Member
6	Mr.N.Santhanaraja	Physical Director	Member

## **Roles and Responsibilities**

- To ensure the dignity and well-being of students by strictly prohibiting any form of ragging.
- To actively monitor student interactions and promptly address any reported incidents of ragging.
- To organize awareness initiatives and educate students about the serious consequences and legal implications of ragging.



**PRINCIPAL**

**Copy to:**

1. All HoDs
2. Extra-Curricular Activities Committee members
3. PEC Office

**PAAVAI ENGINEERING COLLEGE  
(Autonomous)  
NH-44, Pachal, Namakkal.**

**ANTI-RAGGING COMMITTEE**

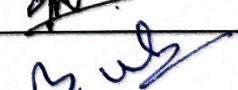
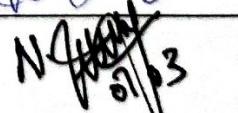
**MINUTES OF MEETING (2021-2022) EVEN SEMESTER**

The Meeting of the Anti-Ragging Committee for the academic year 2021-2022 held on 07.03.2022 at 2:00 p.m. in Smart Hall

**Discussion Points:**

- Reviewed the current anti-ragging measures implemented on campus.
- Emphasized the importance of creating awareness among first-year students.
- Decided to place anti-ragging posters and banners across the campus..
- Assigned responsibilities to each committee member to monitor different departments.
- Planned a student interaction session on anti-ragging awareness.

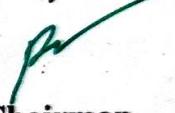
**ANTI RAGGING COMMITTEE**

S.No	Name of the Members	Designation	Signature
1	Dr.M. Premkumar, Principal	Chair Person	
2	Mr.M. Mohan, Head/S&H	Member	
3	Mr. B. Venkatesan Head/IT	Member	
4	Dr. G.Balaji, Head/EEE	Member	
5	Dr. D. Banumathy, Head/CSE	Member	
6	Mr.N. Santhanaraja, Physical Director	Member	

## ANTI-RAGGING SQUAD

S.No	Name of the Members	Designation	Signature
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2	Dr. D.Banumathy	Head/CSE	
3	Dr. G.Raja	Head/Chemistry	
4	Dr. B.Kishok kumar	Professor, Mathematics	
5	Dr. P.Jayakumar	Head/Mathematics	
6	Mr.N.Santhanaraja	Physical Director	

  
Member In-Charge

  
Chairman

**PAAVAI ENGINEERING COLLEGE  
(AUTONOMOUS)  
NH-44, Pachal, Namakkal.**

**CIRCULAR**

**Date: 25/02/2022**

**C.No.: PEC/AR/2021-22/CIR-03**

The Anti Ragging Committee of Paavai Engineering College is scheduled to hold a meeting 07.03.2022 at 2:00 p.m. in Smart Hall. All the members of the Anti Ragging Committee are requested to attend the meeting.



**PRINCIPAL**

**Copy to:**

**All HoDs**

**Anti Ragging Committee Members**

**PEC Office**

**PAAVAI ENGINEERING COLLEGE**

**(Autonomous)**

**NH-44, Pachal, Namakkal.**

**ANTI-RAGGING COMMITTEE**

**MINUTES OF MEETING (2021-2022) ODD SEMESTER**

The Meeting of the Anti-Ragging Committee for the academic year 2021-2022 held on 14/08/2021 at 2:30 p.m. in the Principal's Cabin.

**Discussion Points:**

- The Chairperson welcomed all members and emphasized the importance of a ragging-free campus.
- The committee reviewed the responsibilities of each member in accordance with UGC regulations.
- Discussion was held on the effective implementation of preventive measures and grievance redressal mechanisms.
- A proposal was made to conduct awareness campaigns, including orientation programs for first-year students.
- It was decided to strengthen surveillance in hostels and common areas.
- A dedicated email ID and complaint drop box will be introduced for anonymous reporting.

**ANTI RAGGING COMMITTEE**

<b>S.No.</b>	<b>Name of the Members</b>	<b>Designation</b>	<b>Signature</b>
1	Dr.M. Premkumar, Principal	Chair Person	
2	Mr.M. Mohan, Head/S&H	Member	
3	Mr. B. Venkatesan Head/IT	Member	
4	Dr. G.Balaji Head/EEE	Member	
5	Dr. D. Banumathy, Head/CSE	Member	

## ANTI-RAGGING SQUAD

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4	Dr. B.Kishok kumar	Professor, Mathematics	
5	Dr. P.Jayakumar	Head/Mathematics	
6	Mr.N.Santhanaraja	Physical Director	

  
**Member In-Charge**

  
**Chairman**

**PAAVAI ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NH-44, Pachal, Namakkal.**

**CIRCULAR**

**C.No.: PEC/AR/2021-22/CIR-02**

**Date: 09.08.2021**

All members of the Anti-Ragging Committee are kindly informed that a meeting is scheduled to be held on 14/08/2021 at 2:30 p.m. in the Principal's Cabin. The agenda of the meeting is to discuss the roles, responsibilities, and upcoming activities of the Committee.



**PRINCIPAL**

**Copy to:**

All HoDs  
Anti Ragging Committee Members  
PEC Office

**PAAVAI ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NH-44, PACHAL, NAMAKKAL.**  
**INTERNAL COMPLAINTS COMMITTEE**

**REF: PEC/ICC/AY2021-22/CIR-01**

**Date: 18.06.2021**

**Circular**

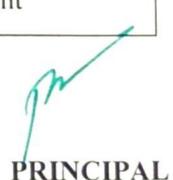
Paavai Engineering College is dedicated to provide reliable, safe and secured academic environment to students and working ambience to all female staff members.

As per the guidelines of Supreme Court, UGC, Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013, an Internal Complaints Committee (Anti-Sexual Harassment Cell) has been established by the College.

Principal of Paavai Engineering College is happy to constitute the Internal Complaints Committee with the following members for the Academic Year 2021 - 2022 in our college campus. This committee is responsible to ensure safe environment for female staff members and students' on campus

The Internal Complaints Committee consists of the following members:

<b>S.No</b>	<b>Name</b>	<b>Present Designation / Occupation</b>	<b>Category</b>
1	Dr.M.Premkumar	Principal	Chairperson
2	Dr.R.Shanthi	HOD-English	Member-Incharge
3	Mrs.M.Sudha	ASP-ECE	Member
4	Mrs.A.Samundeeswari	ASP-ECE	Member
5	Mrs.P.Renukadevi	ASP-CSE	Member
6	Mrs.C.Manjula	ASP-Maths	Member
7	Mrs.V.Sri Rathika Devi	Advocate &Commissioner of Oaths	Member
8	Ms.M.Gloria	IV-B.E BME	Student
9	Ms.N.Sujitha	IV- B.E.CSE	Student
10	Ms.Lakshitha	IV- B.Tech CHEM	Student



PRINCIPAL

Copy to: All HODs

Date: 07.08.2021

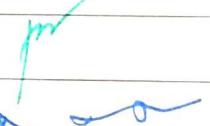
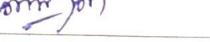
**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)  
**NAMAKKAL**  
**INTERNAL COMPLAINTS COMMITTEE**  
**(2021–2022) ODD**

**Minutes of the Meeting:**

In connection with the complaints from the students, a meeting was held on 07.08.2021 by 12.00 P.M. at Principal's cabin, the following complaints were discussed.

1. The Chairperson welcomed all members and reviewed the minutes of the previous meeting
2. Students requested sessions related to placement and social awareness.
3. No grievances are registered to the committee regarding any harassments

**INTERNAL COMPLAINTS COMMITTEE**

S. No.	Name	Designation	Signature
1	Dr.M.Premkumar, Principal	Chairperson	
2	Dr.R.Shanthi, HOD-English	Member-Incharge	
3	Dr.M.Sudha HOD-ECE	Member	
4	Mrs.A.Samundeswari,ASP -ECE	Member	
5	Mrs.P.Renukadevi, ASP -CSE	Member	
6	Mrs.C.Manjula, ASP -Maths	Member	
7	Mrs.V.Sri Rathika Devi, Advocate &Commissioner of Oaths	Member	
8	Ms.M.Gloria, IV-B.E BME	Student	
9	Ms.N.Sujitha, IV- B.E.CSE	Student	
10	Ms.Lakshitha, IV- B.Tech CHEM	Student	

  
**PRINCIPAL**

**PAAVAI ENGINEERING COLLEGE, NAMAKKAL**

**(AUTONOMOUS)**

**INTERNAL COMPLAINTS COMMITTEE**

**CIRCULAR**

**Date: 02.08.2021**

This is to inform you that the members of Internal Complaints Committee are requested to attend the meeting on 07.08.2021 by 12.00 P.M. at Principal's cabin, to discuss about the student's complaints.



**PRINCIPAL**

**Copy to: The Chairman**

**The Director- Admin**

**Internal Complaints Committee Members**

Date: 09.03.2022

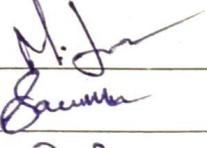
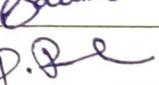
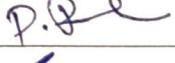
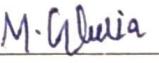
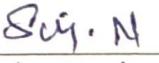
**PAAVAI ENGINEERING COLLEGE**  
(Autonomous)  
**NAMAKKAL**  
**INTERNAL COMPLAINTS COMMITTEE**  
**(2021–2022) EVEN**

**Minutes of the Meeting:**

In connection with the complaints from the students, a meeting was held on 09.03.2022 by 3.40 P.M. at Principal's cabin, the following complaints were discussed.

1. The Chairperson welcomed all members and reviewed the minutes of the previous meeting.
2. There are no grievances and complains pertaining to ragging, in our campus
3. Students are glad that there are no issues of sexual harassment in our Paavai Campus.

**INTERNAL COMPLAINTS COMMITTEE**

S. No.	Name	Designation	Signature
1	Dr.M.Premkumar, Principal	Chairperson	
2	Dr.R.Shanthi, HOD-English	Member-Incharge	
3	Dr.M.Sudha HOD-ECE	Member	
4	Mrs.A.Samundeswari,ASP -ECE	Member	
5	Mrs.P.Renukadevi, ASP -CSE	Member	
6	Mrs.C.Manjula, ASP -Maths	Member	
7	Mrs.V.Sri Rathika Devi, Advocate &Commissioner of Oaths	Member	
8	Ms.M.Gloria, IV-B.E BME	Student	
9	Ms.N.Sujitha, IV- B.E.CSE	Student	
10	Ms.Lakshitha, IV- B.Tech CHEM	Student	

  
**PRINCIPAL**

**PAAVAI ENGINEERING COLLEGE, NAMAKKAL**  
**(AUTONOMOUS)**  
**INTERNAL COMPLAINTS COMMITTEE**  
**CIRCULAR**

**Date: 04.03.2022**

This is to inform you that the members of Internal Complaints Committee are requested to attend the meeting on 09.03.2022 by 03.40 P.M. at Principal's cabin, to discuss about the student's complaints.



**PRINCIPAL**

**Copy to: The Chairman  
The Director- Admin  
Internal Complaints Committee Members**

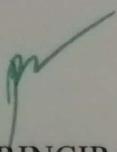
**PAAVAI ENGINEERING COLLEGE, NAMAKKAL**

**(AUTONOMOUS)**

**CIRCULAR**

**Date: 15.10.2021**

This is to inform you that the members of Grievance Redressal Committee are requested to attend the meeting on 22.10.2021 by 10.00 AM at Principal cabin, to discuss about the student's grievances.



PRINCIPAL

**Copy to:**

**The Chairman  
The Director- Admin  
Grievance Redressal Committee Members**

# PAAVAI ENGINEERING COLLEGE, NAMAKKAL

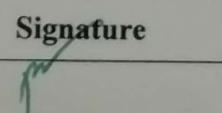
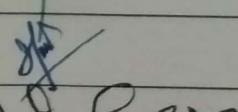
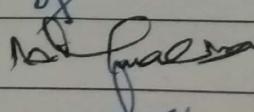
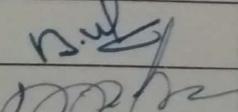
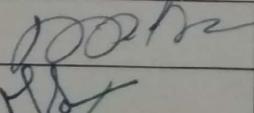
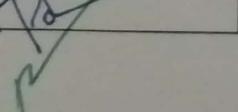
## MINUTES OF MEETING (2021-2022) ODD

### Proceeds for the meeting:

A Grievance Redressal Committee meeting was held on 22.10.2021 by 10.00 a.m. at Principal's cabin, the following matters were discussed:

- Welcome Address:** The meeting commenced with a warm welcome by the Chairperson, **Dr. M. Premkumar**, who appreciated the continued involvement of committee members in enhancing student services. He highlighted the importance of sustaining a transparent and accessible grievance redressal system.
- Review of Previous Meeting:** The committee revisited the proceedings of the last meeting. All members unanimously approved the minutes, noting that prior concerns raised by students had been successfully addressed.
- Student Concern: Request for Extended Library Hours during Exams:** Students requested the library to remain open till 09:00 PM during semester exams.  
**Corrective Measures Implemented:** The Principal approved the request. A circular was subsequently issued to extend library hours throughout the examination period, ensuring students had access to academic resources after regular class hours.
- Suggestions for Improved Communication:** Based on informal student feedback, the committee recommended the following improvements:
  - Revamp and regularly update grievance redressal information on campus notice boards.
  - Leverage digital platforms such as the official website and student forums to enhance visibility of the grievance process.
- The meeting concluded at 11:30 AM with a formal vote of thanks from the Chairperson. Members were commended for their collaborative approach and commitment to student welfare. The next meeting will be scheduled as needed based on grievance updates.

### GRIEVANCE REDRESSAL COMMITTEE

S.No	Name of the Members	Designation	Signature
1	Dr. M. Premkumar, Principal	Chairperson	
2	Mr. M. Mohan, Head/ S&H	Member	
3	Dr. B. Murali Babu, COE	Member	
4	Mr. B. Venkatesan, Head/IT	Member	
5	Mr. A.P. Sivasubramaniam, Head/MECH	Member	
6	Dr.M. Sudha, Head/ECE	Member	

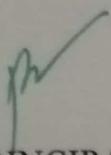
PRINCIPAL

**PAAVAI ENGINEERING COLLEGE, NAMAKKAL**  
**(AUTONOMOUS)**

**CIRCULAR**

**Date: 21.04.2022**

This is to inform you that the members of Grievance Redressal Committee are requested to attend the meeting on 25.04.2022 by 10.30 AM at Principal cabin, to discuss about the student's grievances.



PRINCIPAL

**Copy to:**

**The Chairman  
The Director- Admin  
Grievance Redressal Committee Members**

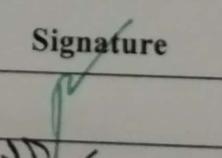
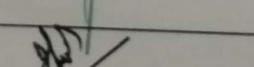
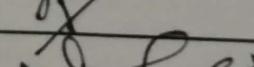
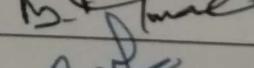
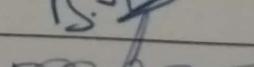
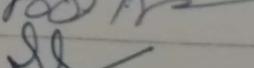
# PAAVAI ENGINEERING COLLEGE, NAMAKKAL

## MINUTES OF MEETING (2021-2022) EVEN

### Meeting Proceedings:

- The Chairperson, Dr. M. Premkumar, opened the meeting with a warm welcome and acknowledged the proactive role played by the committee in upholding student support services. He emphasized the importance of a transparent grievance redressal mechanism that encourages students to voice concerns freely.
- The minutes from the previous meeting were reviewed and approved unanimously. All previously addressed grievances were resolved to the satisfaction of the committee and the student body.
- Several hostel students expressed interest in using the basketball and volleyball courts after 6:30 PM, but found them locked.
- **Action Taken:** The Physical Director agreed to extend facility access till 8:00 PM and assign a supervisor for evening slots.
- The meeting concluded at 11:30 AM with a formal vote of thanks extended by the Chairperson. The committee acknowledged the efforts of all members and reiterated the commitment to uphold a responsive and student-friendly academic atmosphere.
- The next meeting will be scheduled based on the emergence of new grievances or student feedback.

### GRIEVANCE REDRESSAL COMMITTEE

S.No	Name of the Members	Designation	Signature
1	Dr. M. Premkumar, Principal	Chairperson	
2	Mr. M. Mohan, Head/S&H	Member	
3	Dr. B. Murali Babu, COE	Member	
4	Mr. B. Venkatesan, Head/IT	Member	
5	Dr. A.P. Sivasubramaniam, Head/MECH	Member	
6	Dr.M. Sudha, Head/ECE	Member	

PRINCIPAL