

INTERNAL COMPLAINTS COMMITTEE (ICC)

**ANNUAL REPORT
ACADEMIC YEAR 2024-25**

INTERNAL COMPLAINTS COMMITTEE (ICC)

Academic Year 2024 - 2025

OBJECTIVE

To deal with gender-based violence issues and to conduct gender sensitization programme.

Members for Academic Year 2024-25

S.No.	Name of the Members	Role
1.	Dr.M.Hema Associate Professor/English	Member Secretary/ Presiding Officer
2.	Ms. Latha Sundharam Founder & Managing Trustee ANT Foundation & Charitable Trust Coimbatore	External Member
3.	Dr.R.Umapriya Head/Women Empowerment Cell (WEC)	Ex-Officio Member
4.	Dr.P.Ravikumar Head/Student Affairs	Ex-Officio Member
5.	Dr.V.Parimala, AP-III/EEE	Member - Teaching
6.	Dr. K.Mouthami, AP-II/CSE	Member - Teaching
7.	Ms. S. Muthu Lakshmi, AP-II/IT	Member - Teaching
8.	Ms. P. Ruba Senior Assistant Master of Business Administration	Member – Non-Teaching
9.	Mr. G. Sivasankar Technical Assistant Mechatronics Engineering	Member – Non-Teaching

10.	Mr. R. R. Raman Kishore II Computer Science Engineering	Member – UG Student
11.	Ms. Priya Devi T II ME VLSI Design	Member – PG Student
12.	Ms. Swaswati Roy Ph.D Scholar Faculty of Civil Engineering	Member – Ph.D Scholar

Minutes of Meeting - I

Dated: 29/01/2024

Vision of the Institute	To become a premier institute of academic excellence by imparting technical, intellectual, and professional skills to students for meeting the diverse needs of the industry, society, the nation and the world at large.	
Mission of the Institute	<ul style="list-style-type: none"> ➤ Commitment to offer value-based education and enhancement of practical skills. ➤ Continuous assessment of teaching and learning process through scholarly activities. ➤ Enriching research and innovative activities in collaboration with industry and institute of repute. ➤ Ensuring the academic process to uphold culture, ethics and social responsibility. 	
Core Value	PRACTICE	
	P	Professionalism
	R	Responsible
	A	Adaptable
	C	Coherent
	T	Transparent
	I	Integrity
	C	Compassionate
E	Ethical	
Culture of	Holistic PRACTICE	

KPRIET	
Objective/ Vision/ Mission/ Functions of the NSC	<ul style="list-style-type: none"> To deal with gender based violence issues To conduct gender sensitization programme

Minutes of the 1st Meeting of Academic Year 2024-2025, held between

3:00 pm to 4:00 pm on 29/01/2024 at Meeting Hall

Applicable stakeholders to attend the meeting

Sl. No.	Nature of stake holder	For this meeting	Always
1.	Presiding Officer		✓
2.	Ex-Officio Members		✓
3.	Members		✓
4.	Student Representatives		✓

Members invited for this meeting

Sl. No.	Name	Designation	This Meeting	
			Present	Leave
1.	Dr.M.Hema	Associate Professor/English	✓	
2.	Dr.R.Umapriya	Head/WEC	✓	
3.	Dr.P.Ravikumar	Head/SA	✓	
4.	Dr.V.Parimala	Asst III/EEE	✓	
5.	Dr. K.Mouthami	Asst II/CSE	✓	
6.	Ms. S. Muthu Lakshmi	Asst II/IT	✓	
7.	Ms. P. Ruba	Senior Assistant	✓	
8.	Mr. G. Sivasankar	Technical Assistant	✓	

9.	Mr. R. R. Raman Kishore	Student Representative	✓	
10.	Ms. Priya Devi T	Student Representative	✓	
11.	Ms. Swaswati Roy	Student Representative	✓	

Review of the Previous Semester Activities					
Sl. No.	Points Taken up for discussion	Remarks/Action to be taken	Responsibility	Target date	Remarks/Status
1	Review on Events organized	Report Status	Dr.V.Parimala & Dr. K.Mouthami	-	Completed

Agenda of the Current Meeting:

1. Activities Planned
2. Dissemination of I-Box

Minutes of the Current Meeting				
Sl. No.	Points Taken up for discussion	Remarks/Action to be taken	Responsibility	Target date
1.	Activities Plan	<ul style="list-style-type: none"> Plan for the ACY 2024-25 has been discussed and finalized 	-	-
2.	Dissemination of I-Box	<ul style="list-style-type: none"> Planned to disseminate through awareness program 	Dr.V.Parimala & Dr. K.Mouthami	Continuous

The Meeting came to close by thanking the chair.

Date of Next Meeting : 30.08.2024

Member

Presiding Officer

Attendance Particulars

Dated: 29/01/2024

Sl. No.	Name	Designation	Signature
1	Dr.M.Hema	Associate Professor/English	<i>Hema</i> 29/01
2	Dr.R.Umapriya	Head/WEC	<i>Umapriya</i> 29/01/24
3	Dr.P.Ravikumar	Head/SA	<i>P.Ravikumar</i> 29/01
4	Dr.V.Parimala	AP-III/EEE	<i>V.Parimala</i> 29/01
5	Dr. K.Mouthami	AP-II/CSE	<i>K.Mouthami</i> 29/01/24
6	Ms. S. Muthu Lakshmi	AP-II/IT	<i>S.Muthu Lakshmi</i> 29/01
7	Ms. P. Ruba	Senior Assistant	<i>P.Ruba</i>
8	Mr. G. Sivasankar	Technical Assistant	<i>G.Sivasankar</i> 29/01/2024
9	Mr. R. R. Raman Kishore	Student Representative	<i>R.R.Raman Kishore</i>
10	Ms. Priya Devi T	Student Representative	<i>Priya Devi T</i>
11	Ms. Swaswati Roy	Student Representative	<i>Swaswati Roy</i>

Hema
29/01/24
Head - ICC

Hema
29/01/24
Presiding Officer

Minutes of Meeting - II

Dated: 30/08/2024

Vision of the Institute	To become a premier institute of academic excellence by imparting technical, intellectual, and professional skills to students for meeting the diverse needs of the industry, society, the nation and the world at large.	
Mission of the Institute	<ul style="list-style-type: none"> ➤ Commitment to offer value-based education and enhancement of practical skills. ➤ Continuous assessment of teaching and learning process through scholarly activities. ➤ Enriching research and innovative activities in collaboration with industry and institute of repute. ➤ Ensuring the academic process to uphold culture, ethics and social responsibility. 	
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Culture of KPRIET	Holistic PRACTICE	
	E	Ethical
Objective/ Vision/ Mission/ Functions of the NSC	<ul style="list-style-type: none"> • To deal with gender based violence issues • To conduct gender sensitization programme 	

Minutes of the **2nd Meeting** of Academic Year 2024-2025, held between
2:30 pm to 3:30 pm on 30/08/2024 at Meeting Hall

Applicable stakeholders to attend the meeting

Sl. No.	Nature of stake holder	For this meeting	Always
1	Presiding Officer		✓
2	Ex-Officio Members		✓
3	Members		✓
4	Student Representatives		✓

Members invited for this meeting

Sl. No.	Name	Designation	This Meeting	
			Present	Leave
1	Dr.M.Hema	Associate Professor/English	✓	
2	Dr.R.Umapriya	Head/WEC	✓	
3	Dr.P.Ravikumar	Head/SA	✓	
4	Dr.V.Parimala	Asst. II/EEE	✓	
5	Dr. K.Mouthami	Asst. I/CSE	✓	
6	Ms. S. Muthu Lakshmi	Asst. I/IT	✓	
7	Ms. P. Ruba	Senior Assistant	✓	
8	Mr. G. Sivasankar	Technical Assistant	✓	
9	Mr. R. R. Raman Kishore	Student Representative	✓	
10	Ms. Priya Devi T	Student Representative	✓	
11	Ms. Swaswati Roy	Student Representative	✓	

Agenda of the Current Meeting:

1. Review on I-Box status
2. Plan for Awareness session

Minutes of the Current Meeting				
Sl. No.	Points Taken up for discussion	Remarks/Action to be taken	Responsibility	Target date
1	Review on I-Box status	<ul style="list-style-type: none"> • Regularly monitored the I-Box and reviewed periodically 	-	-
2.	Plan for Awareness session	<ul style="list-style-type: none"> • Will be planned for first year students during December 2024 • Finalize the Guest and make the necessary arrangements 	Dr. V.Parimala & Dr. K.Mouthami	Continuous

The Meeting came to close by thanking the chair

Date of Next Meeting : 28.11.2024

[Signature]
Member

[Signature]
20/08/24
Presiding Officer

Attendance Particulars

Dated: 30/08/2024

Sl. No.	Name	Designation	Signature
1	Dr.M.Hema	Associate Professor/English	<i>[Signature]</i> 30/08/24
2	Dr.R.Umapriya	Head/WEC	<i>[Signature]</i> 30/8/24
3	Dr.P.Ravikumar	Head/SA	<i>[Signature]</i> 30/8/24
4	Dr. V.Parimala	AP-III/EEE	<i>[Signature]</i> 30/8/24
5	Dr. K.Mouthami	AP-II/CSE	<i>[Signature]</i> 30/8/24

6	Ms. S. Muthu Lakshmi	AP-II/IT	<i>[Signature]</i> 20/08/24
7	Ms. P. Ruba	Senior Assistant	<i>[Signature]</i> Co. 15/08
8	Mr. G. Sivasankar	Technical Assistant	<i>[Signature]</i> 30/08/2024
9	Mr. R. R. Raman Kishore	Student Representative	<i>[Signature]</i> Raman Kishore
10	Ms. Priya Devi T	Student Representative	<i>[Signature]</i> Priya devi.T
11	Ms. Swaswati Roy	Student Representative	<i>[Signature]</i> Swaswati

[Signature]
30/08/24
Head - ICC

[Signature]
30/08/24
Presiding Officer

Minutes of Meeting - III

Dated: 28/11/2024

Vision of the Institute	To become a premier institute of academic excellence by imparting technical, intellectual, and professional skills to students for meeting the diverse needs of the industry, society, the nation and the world at large.	
Mission of the Institute	<ul style="list-style-type: none"> ➤ Commitment to offer value-based education and enhancement of practical skills. ➤ Continuous assessment of teaching and learning process through scholarly activities. ➤ Enriching research and innovative activities in collaboration with industry and institute of repute. ➤ Ensuring the academic process to uphold culture, ethics and social responsibility. 	
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	C	Compassionate
	E	Ethical
Culture of KPRIET	Holistic PRACTICE	
Objective/ Vision/ Mission/ Functions of the NSC	<ul style="list-style-type: none"> To deal with gender based violence issues To conduct gender sensitization programme 	

Minutes of the 3rd Meeting of Academic Year 2024-2025, Odd semester held between
2:30 pm to 3:30 pm on 28/11/2024 at Meeting Hall

Applicable stakeholders to attend the meeting

Sl. No.	Nature of stake holder	For this meeting	Always
1	Presiding Officer		✓
2	Ex-Officio Members		✓
3	Members		✓
4	Student Representatives		✓

Members invited for this meeting

Sl. No.	Name	Designation	This Meeting	
			Present	Leave
1	Dr.M.Hema	Associate Professor/English	✓	
2	Dr.R.Umapriya	Head/WEC	✓	
3	Dr.P.Ravikumar	Head/SA	✓	
4	Dr.V.Parimala	AP-III/EEE	✓	

5	Dr. K.Mouthami	AP. /CSE	✓	
6	Ms. S. Muthu Lakshmi	AP. /IT	✓	
7	Ms. P. Ruba	Senior Assistant	✓	
8	Mr. G. Sivasankar	Technical Assistant	✓	
9	Mr. R. R. Raman Kishore	Student Representative	✓	
10	Ms. Priya Devi T	Student Representative	✓	
11	Ms. Swaswati Roy	Student Representative	✓	

Agenda of the Current Meeting:

- 1 Review of Activities 2024-25
2. I-Box review

Minutes of the Current Meeting				
Sl. No.	Points Taken up for discussion	Remarks/Action to be taken	Responsibility	Target date
1	Review of Activities 2024-25	Activities were reviewed for the academic year 2024-25	All members	-
2.	I-Box review	Regularly monitored and reviewed	-	

The Meeting came to close by thanking the chair

Date of Next Meeting : 28.11.2024


Member


Presiding Officer

Attendance Particulars

Dated: 28/11/2024

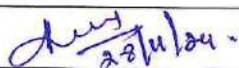
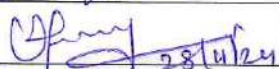

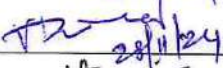
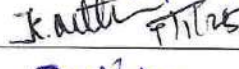
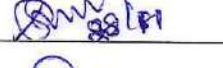

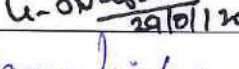
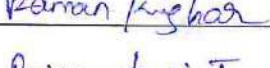
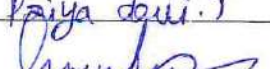
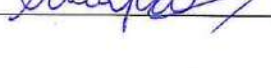
Report about the programme

An awareness program on **Women Safety** was conducted on 5.12.2024. The event aimed to educate and empower women to safeguard themselves in various situations, promote a sense of security, and address key concerns surrounding women's safety. Legal rights of women, reporting mechanisms for harassment or violence, role of technology in ensuring safety was deliberated.

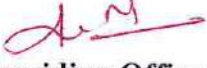
The guest speaker was Ms. Latha Sundharam, Founder & Managing Trustee, ANT Foundation & Charitable Trust, Coimbatore.

Key Takeaways

- Women should be proactive in learning self-defense and understanding their rights.
- Awareness and vigilance in everyday life are crucial for safety.
- Collective efforts from society, including men, are vital for creating a safe environment.

Sl. No.	Name	Designation	Signature
1	Dr.M.Hema	Associate Professor/English	
2	Dr.R.Umapriya	Head/WEC	
3	Dr.P.Ravikumar	Head/SA	
4	Dr.V.Parimala	AP-III/EEE	
5	Dr. K.Mouthami	AP-II/CSE	
6	Ms. S. Muthu Lakshmi	AP-II/IT	
7	Ms. P. Ruba	Senior Assistant	
8	Mr. G. Sivasankar	Technical Assistant	
9	Mr. R. R. Raman Kishore	Student Representative	
10	Ms. Priya Devi T	Student Representative	
11	Ms. Swaswati Roy	Student Representative	


Head - ICC


Presiding Officer

Activities Conducted

Date of the Event	5.12.2024	
Title of the Event	Awareness on Women Safety	
Beneficiaries	Student and Faculty	
No.of Participants	200	
Speakers	Ms. Latha Sundharan Founder & Managing Trustee ANT Foundation & Charitable Trust Coimbatore	
Co-ordinators	Dr. K.Mouthami & Ms. S. Muthu Lakshmi	