

KLR COLLEGE OF ENGINEERING & TECHNOLOGY

(Affiliated to JNTUH, Approved by AICTE New Delhi, An ISO 9001:2015 Certified)

BCM ROAD, PALONCHA-507115, BHADRADRI KOTHAGUDEM DIST



PROCEEDINGS OF THE PRINCIPAL

KLRCET/Principal's Office/ICC/2023-24/01

Date:02-09-2023

Sub: : KLRCET – Re-constitution of Internal Complaints Committee for the academic year 2023-24 – Reg.

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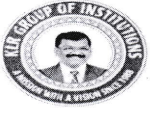
As per the norms of AICTE, Internal Complaints Committee for the academic year 2023-2024 is re-constituted with the following composition:

S.no	Name of Member	Designation	Position
1	Dr.M.Surendra Kumar	Principal	Chairman
2	SD.Ayesha	Asst.Prof-CSE	Member
3	G.Asha Jyothi	Asst.Prof-ECE	Member
4	B.Veera Prathap	Asst.Prof-CSE	Member
5	K.Sindhura	Asst.Prof-EEE	Member
6	V.Divya	Asst.Prof-Mech	Member
7	T.Karthik	Student-EEE IV yr	Student Member
8	S.Samitha	Student-CSE IV yr	Student Member
9	Mrs.G.Santhosha Rathnam	HOD-Mech	Coordinator


Principal

PRINCIPAL
KLR COLLEGE OF ENG & TECH
Palvancha, BCM Road
Bhadradi Kothagudem Dist

Copy to Members of the Internal Complaints Committee



Date: 09-10-2023

Ref: KLR CET/Principal's Office/ICC/2023-24/01

Circular

The Internal Complaints Committee meeting will be held on 11-10-2023 at 10:30 AM in the Principal's Chamber

All the committee members are requested to attend the meeting

The agenda for the meeting is as follows:

1. To review and confirm the minutes of the last meeting which held on 01-10-2022.
2. To review on the complaints made by the students.
3. To organize interactive session on women's safety.
4. Any other matter with the permission of the chair.

Copy to

1. Principal for Kind Information
2. All the members of the ICC

Principal

PRINCIPAL
KLR COLLEGE OF ENG & TECH
Palvancha, BCM Road
Bhadradi Kothagudem Dist



Minutes of the ICC Meeting held on the 11-10-2023

The following are the members of the ICC for the Academic year 2023-24

S.no	Name of Member	Designation	Position
1	Dr.M.Surendra Kumar	Principal	Chairman
2	SD.Ayesha	Asst.Prof-CSE	Member
3	G.Asha Jyoti	Asst.Prof-ECE	Member
4	B.Veera Prathap	Asst.Prof-CSE	Member
5	K.Sindhura	Asst.Prof-EEE	Member
6	V.Divya	Asst.Prof-Mech	Member
7	T.Karthik	Student-EEE IV yr	Student Member
8	S.Samitha	Student-CSE IV yr	Student Member
9	Mrs.G.Santhosha Rathnam	HOD-Mech	Coordinator

Agenda of the Meeting

1. To review and confirm the minutes of the last meeting which held on 01-10-2022.
2. To review on the complaints made by the students.
3. To organize interactive session on women safety.
4. Any other matter with the permission of the chair.

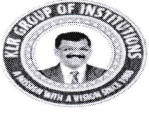
After through discussion among the members the following decisions were taken

Item 1: To review and confirm the minutes of the last meeting which held on 01-10-2022.

Coordinator has read the minutes of earlier meeting which was held on 01-10-2022 and the minutes were reviewed and passed by the members.

Item 2: To review on the complaints made by the students.

Coordinator has read 2 complaints made by the girl students before the committee,



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Sno	Complaint
1	B.Tech 2 nd year boys were singing abusive songs in the class room during the break time
2	Writing girls name on the walls

Item3: To organize interactive session on women safety.

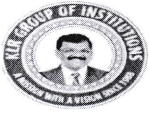
The Coordinator has given information concerning about interactive session on women's safety, after through discussion, committee members agreed to organize this event.

Item 4: Any other matter with the permission of the chair.

During the meeting committee members raised few issues

1. To communicate with SHE teams in order to organize certain events in the college.


Coordinator
Coordinator
KLR College of Engineering & Technology,
Paloncha.



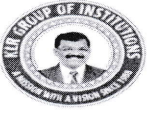
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The following ICC members attended the meeting and ratified the resolutions made on

11-10-2023

S.no	Name of Member	Signature
1	Dr.M.Surendra Kumar	
2	SD.Ayesha	
3	G.Asha Jyoti	
4	B.Veera Prathap	
5	K.Sindhura	
6	V.Divya	
7	T.Karthik	
8	S.Samitha	
9	Mrs.G.Santhosha Rathnam	



Minutes of the meeting held on 11-10-2023

Action taken Report of Internal Complaints Committee

1. Action taken on the Complaint received from students.

SN	Complaint	Action Taken
1	B.Tech 2 nd year boys were singing abusive songs in the class room during the break time	B.Tech II year Boys were called up by the committee and they were given strict warning, not to repeat it again. The boys initially denied but latter accepted their mistake and apologized before the committee.
2	Writing girls names on the walls	CSE -3rd year class room walls were found with certain girls names. Immediately they were erased, all the boy students were given strict warning concerning this matter.

2. To communicate with SHE teams in order to organize certain events in the college.

Request letter has been sent to Paloncha SHE teams department to organize an event on women's safety. Accordingly SHE teams department of Paloncha organized an event on Women's safety on November 1st,2023 at 11:00 AM.


Coordinator
Coordinator
KLR College of Engineering & Technology,
Paloncha.