

# Shree Venkateshwara Hi-Tech Polytechnic College



Approved by AICTE, New Delhi and DOTE, Chennai  
Erode - Gobi Main Road, Sri Kalaivani Nagar, Othakuthirai  
K.Mettupalayam (P.O.) GOBI - 638 455, Erode (Dt), T.N.  
Phone : 04285 - 265199 Fax : 04285 - 266133  
web : www.svhpc.com e-mail : svhpcgobi@gmail.com



## CIRCULAR

Date: 19.05.2023

We are pleased to inform you that the management and principal are keenly interested in fostering a conducive academic environment within our institution. To achieve this goal, various committees are being formed to address different aspects of student welfare and organizational governance in the upcoming academic year (2023-2024).

### Meeting Details:

**Date:** 22.05.2023

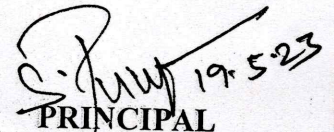
**Time:** 3.30pm

**Venue:** Auditorium

### Agenda

#### 1. Formation of committees and appointment of members

- \* Anti Ragging Committee.
- \* Anti Ragging Squad.
- \* Internal Complaint Committee.
- \* Grievance Redressal Committee.
- \* SC/ST Committee.
- \* Equal Opportunity Cell.
- \* Student Discipline Committee.
- \* Student Counselling Committee.
- \* Internal Quality Assurance Cell.
- \* Industry Institute Interaction Cell.

  
PRINCIPAL

Copy to: 1) Circulation among all staff members

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## MINUTES OF MEETING - I (AY 2023 - 24)

24.05.2023

The meeting to form various committees has been conducted on 31.5.2023 at 3.30pm in our Auditorium with all staff members and stake holders and the following members were present.

S. No	Name	Designation	Sign	S. No	Name	Designation	Sign
1	Mr.S.Prakadeswaran	Principal	[Signature]	31	S.Ravindran	Lect/Auto	[Signature]
2	Dr.P.Mani	Vice Principal	[Signature]	32	S.Gowtham	Lect/Auto	[Signature]
3	K.Jayachandran	HOD/CSE	[Signature]	33	K.Kuppusamy	LT/Auto	[Signature]
4	A.G.Janagarathinam	Sr.Lect/CSE	[Signature]	34	M.Mohan	Lect/Civil	[Signature]
5	M.M.Mathiyazhagan	Lect/CSE	[Signature]	35	R.Thrni	Lect/Civil	[Signature]
6	G.S Karmukilan	Lect/CSE	[Signature]	36	M.Ruckshana	Lect/Civil	[Signature]
7	M Janaki	Lect/CSE	[Signature]	37	P.Soundarajan	Instructor/Civil	[Signature]
8	K.Jeeva	LT/CSE	[Signature]	38	M.Jeevanantham	Sr.Lect/English	[Signature]
9	G.S.Sriram	LT / CSE	[Signature]	39	K.Pavithra	Lect/English	[Signature]
10	R.Saranya	Lect/ECE	[Signature]	40	B.Santhi	Sr.Lect/Maths	[Signature]
11	R.Murugan	Lect/ECE	[Signature]	41	S.Ranjitham	Lect/Maths	[Signature]
12	A.Moorthi	Lect/ECE	[Signature]	42	P.Rajakumar	Sr.Lect/Physics	[Signature]
13	S. Shobana	Lect/ECE	[Signature]	43	G.Naveenkumar	Lect/Physics	[Signature]
14	S.Dhivya	LT/ECE	[Signature]	44	B.Sadhasivan	Lect/Chemistry	[Signature]
15	P.Durkaiyan	Lect/EEE	[Signature]	45	A.Ayyammal	Lect/Chemistry	[Signature]
16	N.Priyanka	Lect/EEE	[Signature]	46	M.Ganesan	Lect./Mech	[Signature]
17	M.Vignesh	Lect/EEE	[Signature]	47	R.Yuvaraj	Lect./Mech	[Signature]
18	V.Poongothai	Lect/EEE	[Signature]	48	V.Prabhakaran	Lect./Tamil	[Signature]
19	S.Umesh	Lect/EEE	[Signature]	49	P.Manickam	LT/Chemistry	[Signature]
20	S.Manoj	LT/EEE	[Signature]	50	D.Premkumar	LT/Wokshop	[Signature]
21	E.Nallasivam	HOD/Mech	[Signature]	51	S.Anitha	LT/Physics	[Signature]
22	P.Rajkumar	Lect/Mech	[Signature]	52	C.Ranjitha	Asst./ Office	[Signature]
23	P.Gokulnath	Lect/Mech	[Signature]	53	S.Premadevi	Asst./ Office	[Signature]
24	K.Balasubramaniam	Lect/Mech	[Signature]	54	K.Arulmurugan	System Admin / CSE	[Signature]
25	C. Mohankumar	Lect/Mech	[Signature]	55	Kirubananthan S	Cashier	[Signature]
26	D.Ruthiresh	LT/Mech	[Signature]	56	N.Prabakaran	Physical Director	[Signature]
27	M.Bharath	LT/Mech	[Signature]	57	E.Dhanalakshmi	Librarian	[Signature]
28	P. Thirumoorthy	LT/Mech	[Signature]	58	S.Kannan	Deputy Warden	[Signature]
29	K.K.Arumugam	HOD/Auto	[Signature]	59	K.Santhanalakshmi	Deputy Warden	[Signature]
30	K.Arunkumar	Lect/Auto	[Signature]				

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Ref.No:SVHPC/ARC/01/2023-24

22.05.2023

## ORDER

Sub:Shree Venkateshwara Hi-Tech Polytechnic College – Establishment –  
Constitution of Anti Ragging Committee – Members List – Orders Issued –Reg

\*\*\*

The Anti Ragging Committee is constituted with the following members for the academic  
Year 2023- 24 [01.06.2023 – 31.05.2024].

S.No	Name	Designation	Position
1	Mr.K.C.Karupanan	Secretary	Chairperson
2	Mr.S.Prakadeswaran	Principal	Member
3	Mrs.M.Reka	Inspector of Police	Member
4	Mr.G.Fredrick	VAO	Member
5	Dr.P.Mani	Vice Principal	Member
6	Mr.K.Jayachandran	HOD	Member
7	Mrs.B.Santhi	Sr.Lecturer	Member
8	Mr.K.Balasubramaniyan	Lecturer	Member
9	Mr.K.Kuppusamy	Lab Technician	Member
10	Mr.M.Arumugam	Parent of I Yr EEE Deepak Sanjay.A	Member
11	Mr.R.Palanisamy	Parent of II Yr CSE P.Dhana	Member
12	Mr.P.N.Mohammed Nabeel	I Mech Student	Member
13	Mr.S.YogaMunish	II AutoStudent	Member
14	Ms.S.Geethanjali	III EEE Student	Member

*[Handwritten signature]*  
Principal  
22-5-23

Copy to

- 1.The Individuals – 14 Nos
- 2.File

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## ANTI RAGGING COMMITTEE

### CIRCULAR

Date: 23.05.2023

This is to inform you that a meeting of the Anti-Ragging Committee is scheduled to discuss the objectives and activities of the committee in this Academic Year 2023-2024.

#### Meeting Details:


**Date:** 25.05.2023

**Time:** 3.30pm

**Venue:** Auditorium

#### Agenda

1. Framing objectives for committee
2. To share the committee information and aim
3. Further steps and Activities.

  
23.05.23  
PRINCIPAL

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## MINUTES OF MEETING – I (AY 2023 - 24)

26.05.2023

The meeting to discuss the objectives and activities of Anti Ragging Committee has been conducted on 25.05.2024 at 3.30pm in our Auditorium with all committee members and the following members were present.

S. No	Name	Designation	Position	Sign	S. No	Name	Designation	Position	Sign
1	Mr.K.C.Karupanan	Secretary	Chairperson		8	Mr.K.Balasubramanian	Lecturer	Member	
2	Mr.S.Prakadeswaran	Principal	Member		9	Mr.K.Kuppusamy	Lab Technician	Member	
3	Mrs.M.Reka	Inspector of Police	Member		10	Mr.M.Arumugam	Parent of I Yr EEE Deepak Sanjay.A	Member	
4	Mr.G.Fredrick	VAO	Member		11	Mr.R.Palanisamy	Parent of II Yr CSE P.Dhana	Member	
5	Dr.P.Mani	Vice Principal	Member		12	Mr.P.N.Mohammed Nabeel	I Mech Student	Member	
6	Mr.K.Jayachandran	HOD	Member		13	Mr.S.YogaMunish	II Auto Student	Member	
7	Mrs.B.Sanathi	Sr.Lecturer	Member		14	Ms.S.Geethanjali	III EEE Student	Member	

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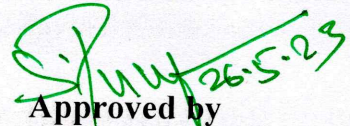
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## Points Discussed in this meeting

Item.No	Points Discussed	Responsibility
	<b>Discussed the following Agendas</b>  1. Framing objectives for committee 2. To share the committee information and aim 3. Further steps and Activities.	
1	Committee's objectives were framed with inputs from all participants	All committee Members
2	The sharing of information and objectives regarding the committee has been successfully executed by conducting meeting with students.	All committee Members
3	Action items, including the scheduling of committee meetings, were outlined.	All committee Members

  
Prepared by

  
Approved by

## Copy to:

- 1) Circulation among all Committee Members
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## OBJECTIVES:

- To create awareness among students about the harmful effects of ragging.
- To formulate and implement policies and strategies to prevent ragging on campus.
- To investigate and address any reported incidents of ragging promptly and effectively.
- To provide support and assistance to victims of ragging.
- To collaborate with relevant authorities and organizations to eradicate ragging from the institution.

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## CIRCULAR

Date: 04.07.2023

We are pleased to inform you that in our commitment to fostering a safe and conducive learning environment, we have formed an Anti-Ragging Committee. This committee comprises dedicated individuals who are deeply invested in upholding the dignity and well-being of every student on campus.

The primary objective of the Anti-Ragging Committee is to prevent and address any instances of ragging or harassment that may occur within our institution.

The members of the Anti-Ragging Committee are as follows:

S.No	Name	Designation	Position
1	Mr.K.C.Karupanan	Secretary	Chairperson
2	Mr.S.Prakadeswaran	Principal	Member
3	Mrs.M.Reka	Inspector of Police	Member
4	Mr.G.Fredrick	VAO	Member
5	Dr.P.Mani	Vice Principal	Member
6	Mr.K.Jayachandran	HOD	Member
7	Mrs.B.Santhi	Sr.Lecturer	Member
8	Mr.K.Balasubramaniyan	Lecturer	Member
9	Mr.K.Kuppusamy	Lab Technician	Member
10	Mr.M.Arumugam	Parent of I Yr EEE Deepak Sanjay.A	Member
11	Mr.R.Palanisamy	Parent of II Yr CSE P.Dhana	Member
12	Mr.P.N.Mohammed Nabeel	I Mech Student	Member
13	Mr.S.YogaMunish	II AutoStudent	Member
14	Ms.S.Geethanjali	III EEE Student	Member

*[Handwritten signatures and initials next to the table rows]*

We urge all students to familiarize themselves with the members of the Anti-Ragging Committee and to reach out to them if they encounter or witness any incidents of ragging or harassment.

Copy to:

1. All Staff members and Students
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*[Handwritten signature and date]*  
PRINCIPAL



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816-SHREE VENKATESHWARA HI-TECH POLYTECHNIC COLLEGE

## ANTI RAGGING COMMITTEE-NOTICE BOARD



# Shree Venkateshwara Hi-Tech Polytechnic College



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## ANTI-RAGGING COMMITTEE

### CIRCULAR

Date: 06.07.2023

We are pleased to announce that in our continuous efforts to maintain a safe and welcoming environment for all members of our institution, an Anti-Ragging Motivational Program is scheduled. We expect the participation of all staff members and students.

#### Meeting Details:

Date: 07.07.2023

Time: 3.30pm

Venue: Auditorium

  
PRINCIPAL

Copy to

1. All Staff members and Students
2. File

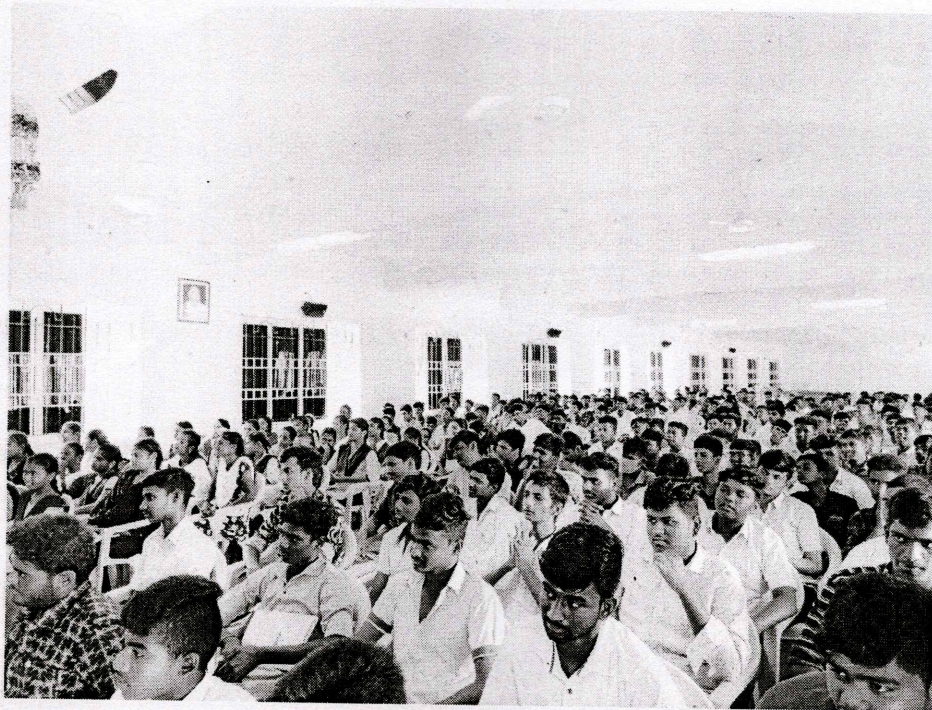
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## ANTI-RAGGING AWARENESS PROGRAM



# Shree Venkateshwara Hi-Tech Polytechnic College



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## CIRCULAR

Date: 05.03.2024

As the academic year comes to a close, it is imperative for us to reflect on our efforts and achievements in maintaining a ragging-free environment within our institution. Therefore, I am pleased to announce the Year-End Meeting of the Anti-Ragging Committee.

### Meeting Details:


Date: 07.03.2024

Time: 3.30pm

Venue: Auditorium

### Agenda

1. Review of Anti-Ragging Activities and Incidents for the Academic Year
2. Assessment of Effectiveness of Preventive Measures
3. Discussion on Challenges Faced and Lessons Learned
4. Planning for the Next Academic Year

  
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## MINUTES OF MEETING – II (AY 2023 - 24)

08.03.2024

The semester end meeting of the Anti-Ragging Committee was convened on 07.03.2024 at 3.30pm in our Auditorium. The purpose of the meeting was to review the entire actions undertaken throughout the academic year and the following members were present.

S. No	Name	Designation	Position	Sign	S. No	Name	Designation	Position	Sign
1	Mr.K.C.Karupanan	Secretary	Chairperson		8	Mr.K.Balasubramanian	Lecturer	Member	
2	Mr.S.Prakadeswaran	Principal	Member		9	Mr.K.Kuppusamy	Lab Technician	Member	
3	Mrs.M.Reka	Inspector of Police	Member		10	Mr.M.Arumugam	Parent of I Yr EEE Deepak Sanjay.A	Member	
4	Mr.G.Fredrick	VAO	Member		11	Mr.R.Palanisamy	Parent of II Yr CSE P.Dhana	Member	
5	Dr.P.Mani	Vice Principal	Member		12	Mr.P.N.Mohammed Nabeel	I Mech Student	Member	
6	Mr.K.Jayachandran	HOD	Member		13	Mr.S.YogaMunish	II Auto Student	Member	
7	Mrs.B.Santhi	Sr.Lecturer	Member		14	Ms.S.Geethanjali	III EEE Student	Member	

### 1. Action Taken Report of the previous meeting

S.No	Points Discussed	Action Taken
1	Committee's objectives were framed with inputs from all participants.	The committee's objectives were successfully framed.
2	The sharing of information and objectives regarding the committee.	The sharing of information and objectives regarding the committee has been successfully executed by conducting meeting with students
3	Action items, including the scheduling of committee meetings, were outlined.	The Committee members discussed the schedule of meeting and activities.

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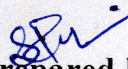


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## 2. Points Discussed in this meeting

Item.No	Points Discussed	Responsibility
	<b>Discussed the following Agendas</b> 1. Review of Anti-Ragging Activities and Incidents for the Academic Year 2. Assessment of Effectiveness of Preventive Measures 3. Discussion on Challenges Faced and Lessons Learned 4. Planning for the Next Academic Year	
1	The committee reviewed the activities undertaken throughout the academic year to prevent and address ragging incidents.	All committee Members
2	Members shared their perspectives on the effectiveness of preventive measures implemented during the year.	All committee Members
3	The committee discussed challenges encountered in preventing ragging and the lessons learned from them.	All committee Members
4	Plans and initiatives for the upcoming academic year were discussed.	All committee Members

  
Prepared by

  
Approved by

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