



AALIM MUHAMMED SALEGH COLLEGE OF ENGINEERING

(Approved by All India Council for Technical Education, New Delhi)

(Affiliated to Anna University, Chennai – 600 025)


“NIZARA EDUCATIONAL CAMPUS”, MUTHAPUDUPET, AVADI – IAF, CHENNAI – 600055.



5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

ANNUAL REPORT OF THE COMMITTEES

S.NO	PARTICULARS
1.	Anti – Ragging Committee
2.	Women Grievance Cum Redressal Committee
3.	Discipline Committee
4.	Student Grievance Redressal committee


PRINCIPAL
AALIM MUHAMMED SALEGH
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CHENNAI 600 055



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ANTI-RAGGING COMMITTEE

ANNUAL REPORT

10-05-2023

ACADEMIC YEAR 2022-2023

INTRODUCTION:

The ministry of education, government of India, establishes the Anti – ragging committee to oversee initiatives aimed at preventing ragging in higher educational institutions. The committee’s purpose is to forbid, deter and eradicate instances of ragging, encompassing any behavior, whether verbal or written, or any action that involves teasing, treating or handling a fresher or any other student with rudeness. Additionally, the committee aims to curb undisciplined activities by the students.

INITIATIVES:

Our institution had implemented anti-ragging initiatives for the academic year 2022-2023, with no complaints filed. The committee had implemented preventive measures, awareness campaigns, disciplinary actions, and collaborations with authorities to eradicate ragging. The committee conducted inquiries into occurrences, implemented strict disciplinary actions. Initiatives for peer support had been started to encourage student collaboration and reduce the need for ragging. The committee keeps up the campaign, emphasizing collaboration and attention to detail, maintaining a safe environment, and constantly improving strategies. It was displayed on the college's website and actively participates in campus action and raising awareness campaigns about ragging.

REPORT:

- As a result of this no single complaint regarding is received by the committee. However awareness campaign about ragging is the regular practice in the campus.
- Nevertheless, the committee highlighted the institute’s zero – tolerance stance against ragging emphasizing the need for a ragging – free environment.

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WOMEN GRIEVANCE CUM REDRESSAL COMMITTEE

ANNUAL REPORT

10-05-2023

ACADEMIC YEAR 2022-2023

Women grievance cum redressal committee has been constituted as per the ‘Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013’ as passed by the Parliament of India to provide protection against sexual harassment of women at workplace and redressal of associated complaints. This committee shall address sexual harassment issues faced by girl students/women staff inside the college premises.

OBJECTIVES:

1. To prevent and address incidents of sexual harassment within the college.
2. To create an environment where individuals feel safe to report incidents of sexual harassment without fear of victimization.
3. To ensure compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013.
4. To promote gender equality, dignity, and respect for all members of the college community.
5. To provide support and assistance to victims of sexual harassment.


MECHANISM FOR SUBMISSION OF COMPLAINTS:

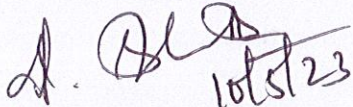
An aggrieved person who is experiencing sexual harassment may follow the steps given below for redressal:

- Directly communicate to the harasser that he/she considers the behavior inappropriate and that the conduct is unwelcome and wants it to stop. This must be stated very firmly and clearly.
- If the harassment persists, the aggrieved may report the situation to his/her Programme Coordinator/HOD/Principal respectively.
- The employee/student shall use the complaint mechanism and file a written complaint/ e-mail to the chairperson of the Committee for POSH.

REPORT:

No cases of sexual harassment were reported in this session.


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10/5/23
Dr. A. S. Salma Banu
Convener



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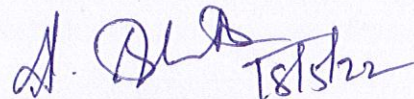
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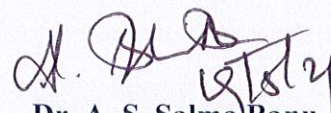
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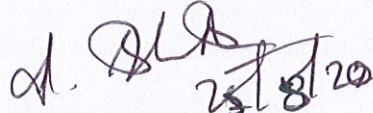
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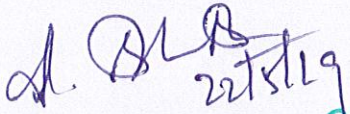
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DISCIPLINE COMMITTEE

ANNUAL REPORT

10-05-2023

ACADEMIC YEAR 2022-2023

Aalim Muhammed Salegh College of Engineering's Disciplinary Committee is constituted for the maintenance of discipline in the college. The committee ensures that students abide and maintain order and peace in the college as they continue pursuing academic aims and targets.

Dissemination of code of conduct:

The chairperson of the committee informed the members that the code of conduct is being briefed to the new entrants during the orientation programs and the same has been printed in the college calendar being disseminated to the students.

Discipline on campus:

The chairperson informed the committee members that students are being educated, and should be reminded iteratively, that wearing ID cards on campus is mandatory and they should follow the dress code and grooming etiquettes and the standard operating procedures. If any cases of violation are observed in this regard, the concerned students' ID cards have to be taken immediately and should be handed over to the student on the same day after counselling and initial warning from the Disciplinary Committee members. Subsequent cases of discipline violations should be handled by the committee as per procedure. The members were also informed regarding the prohibition of mobile phone usage in campus by the students. The students are being repeatedly made aware of campus code of conduct including dress code and mobile phone usage in academic areas. If any case of usage of mobile phones by students on campus in academic areas or during class hours is found, the cell phone(s) have to be confiscated and submitted to the Principal. The chairperson further informed the members that in case of any misbehavior or violation of the college rules, the ID cards of the students must be confiscated and would be in possession with the Disciplinary Committee members till the enquiry is completed. In the same meeting, one case of indiscipline was reported to the committee. The committee considered the case in detail. Students in question were enquired and appropriate actions according to the context of the case were dispersed without hindering the academics of the students involved, with due intimation to their parents/guardians. The Committee led by the Principal and senior faculty members work towards organizational goals to maintain discipline at the campus through an optimistic approach and creating an amicable learning environment. The committee members were satisfied with the endeavors taken so far to accomplish the objectives and chose to put in more efforts to keep up discipline in campus for the following year. During the classes, the faculty members frequently iterate the principles and guidelines of the college to the students.



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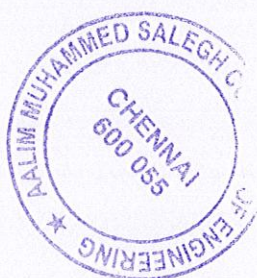
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The chairperson informed the committee members that students are being educated, and should be reminded iteratively, that wearing ID cards on campus is mandatory and they should follow the dress code and grooming etiquettes and the standard operating procedures. If any cases of violation are observed in this regard, the concerned students' ID cards have to be taken immediately and should be handed over to the student on the same day after counselling and initial warning from the Disciplinary Committee members. Subsequent cases of discipline violations should be handled by the committee as per procedure. The members were also informed regarding the prohibition of mobile phone usage in campus by the students. The students are being repeatedly made aware of campus code of conduct including dress code and mobile phone usage in academic areas. If any case of usage of mobile phones by students on campus in academic areas or during class hours is found, the cell phone(s) have to be confiscated and submitted to the Principal. The chairperson further informed the members that in case of any misbehavior or violation of the college rules, the ID cards of the students must be confiscated and would be in possession with the Disciplinary Committee members till the enquiry is completed. In the same meeting, one case of indiscipline was reported to the committee. The committee considered the case in detail. Students in question were enquired and appropriate actions according to the context of the case were dispersed without hindering the academics of the students involved, with due intimation to their parents/guardians. The Committee led by the Principal and senior faculty members work towards organizational goals to maintain discipline at the campus through an optimistic approach and creating an amicable learning environment. The committee members were satisfied with the endeavors taken so far to accomplish the objectives and chose to put in more efforts to keep up discipline in campus for the following year. During the classes, the faculty members frequently iterate the principles and guidelines of the college to the students.



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DISCIPLINE COMMITTEE

ANNUAL REPORT

27-05-2020

ACADEMIC YEAR 2019-2020

Aalim Muhammed Salegh College of Engineering's Disciplinary Committee is constituted for the maintenance of discipline in the college. The committee ensures that students abide and maintain order and peace in the college as they continue pursuing academic aims and targets.

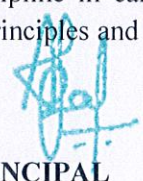
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DISCIPLINE COMMITTEE

ANNUAL REPORT

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STUDENT GRIEVANCE REDRESSAL COMMITTEE

ANNUAL REPORT

10-05-2023

ACADEMIC YEAR 2022-2023


The Student Grievance Redressal Cell of Aalim Muhammed Salegh College Of Engineering has been set up in accordance to the UGC regulation. These regulations were aimed at addressing and effectively resolving the grievances of the students related to Higher Education Institutions. The Student Grievance Redressal cell(SGRC) aims to look into the complaints lodged by any student and redress it as per requirement. The students can state their grievance regarding any academic and non- academic matter within the campus through the online and grievance/ suggestion box. The institution aims at solving the grievances of the students within stipulated academic and non- academic matter within the campus through the online and grievance/ suggestion box. The institution aims at solving the grievances of the students within stipulated time

Objectives:

The The Student Grievance Redressal cell(SGRC) has been developed to settle the grievances of the students and other stakeholders within a reasonable time period for further strengthening the bond of the students with the institution by providing them with all kind of facilities to a satisfaction level for maintaining a convenient ambience of academic teaching and learning.



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STUDENT GRIEVANCE REDRESSAL COMMITTEE

ANNUAL REPORT


18-05-2022

ACADEMIC YEAR 2021-2022

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STUDENT GRIEVANCE REDRESSAL COMMITTEE

ANNUAL REPORT

19-05-2021

ACADEMIC YEAR 2020-2021

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STUDENT GRIEVANCE REDRESSAL COMMITTEE

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22-05-2019

ACADEMIC YEAR 2018-2019

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STUDENT GRIEVANCE REDRESSAL COMMITTEE

ANNUAL REPORT

27-08-2020

ACADEMIC YEAR 2019-2020

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