

PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC COLLEGE,

KOODUVELI, - 608305.

PRESENT : TMT.A. MARY CHRISTINA, M.E.,

PRINCIPAL (FAC)

PROCEEDINGS NO. : 425-1/A1/2022, DATED: 07.04.2022

SUB: Technical Education – Government Polytechnic College, Kooduveli –Re Constitute of SC/ST Committee (Cell Formation) - Nomination of Committee Members – Orders – Issued – Regarding.

Ref : 1.This Office Proceeding No. : 446/A1/2021, Dated: 26.03.2021.

The Committee as cell formation for SC/ST students of this Polytechnic College is Re constituted as follows:-

1. Thiru. P.Venkadasubramaniyan, Lecturer/ Electrical – Member
2. Tmt. R.Paramajothi, Lecturer / Physics – Member
3. Tmt. K. Jayabharathi, Superintendent – Member
4. Thiru. B. Suresh, Assistant – Member
5. Thiru. B. Krishnaraj, B.A., BL., Advocate, Chidambaram – Member.

- (i) The SC/ST Committee is to act for the demands and applications from among the SC/ST staff students.
 - (ii) The Demand and applications are conveyed to the Principal of this Polytechnic College whenever the Demands needs and necessary.
 - (iii) To make awareness among the SC/ST students about the welfare Schemes that are provided from the central and state Governments
 - (iv) To ensure safety and security of the SC/ST students and employees.
 - (v) To provide means for benefits through Book Bank of the SC/ST
- All the Committee members are requested to function throughout the year as and when they are indulging the matter is arised.

To:

- 1.The members of SC/ST Committee of this Polytechnic College.
- 2.The Advocate

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Mary Christina
PRINCIPAL
147, Government Polytechnic College
Kooduveli, Kattumankoil Tk.,
Cuddalore - 608 305.

PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC COLLEGE,

KOODUVELI, - 608305.

PRESENT : TMT.A. MARY CHRISTINA, M.E.,
PRINCIPAL (FAC)

PROCEEDINGS NO. : 425-2/A1/2022, DATED: 07.04.2022

Sub : Technical Education – Government Polytechnic College, Kooduveli – Constitute
of Student Counselling Cell in this Polytechnic College – Nominations of Committee
Chairperson and Members - Orders - Issued.

The Student Counselling cell consisting of Chairperson and Committee Members of this institution is
constituted as follows :-

S.No	Name	Designation	Title in Student Counselling Cell	Mobile No.	Email Address
1.	Tmt. A. Mary Christina	Principal (FAC)	Chairperson	9442441423	christinamary1969@yahoo.com
2.	Dr.B.K.Ragunath	Lecturer/ Mechanical	Member (Internal Male Students Counselor)	9597418504	bkrag@rediifmail.com
3.	Dr.M. Kirubanandhini	Lecturer/ Chemistry	Member (Internal Female Students Counselor)	8903554774	kirubapolytechlecturer@gmail.com
4.	Thiru.M.Ranjith	Member/ Legal Service Authority	Member/ External Student Counselor for Male students	9597231050	msmanoranjith@gmail.com
5.	Thiru.B.Krishnaraj 25/26, VGP Street, K.R. Complex, Chidambaram	Advocate	Member / External Student Counselor for Female Students	8608651962 / 9994317402	

This Student Counselors will provide one-on-one guidance to students, listening to their concerns and helping them make healthy decisions.

Student Counselors will provide students with a safe and secure space to talk about their problems and work closely with those students to develop and implement solutions.

Mary Christina
17.4.22
PRINCIPAL
147, Government Polytechnic College,
Kooduveli, Kanyakumari District,
Kooduveli - 608305.

To

1. Committee Chairperson
2. Committee Members

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PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC COLLEGE,

KOODUVELI, - 608305.

PRESENT : TMT.A. MARY CHRISTINA, M.E.,

PRINCIPAL (FAC)

PROCEEDINGS NO. :425-3/A1/2022, DATED: 07.04.2022

Sub : Technical Education – Government Polytechnic College, Kooduveli – Constitute of Students Disciplinary Committee in this Polytechnic College – Nominations of Committee Chairperson and Members - Orders - Issued.

The Students Disciplinary Committee consisting of Chairperson and Committee Members of this institution is constituted as follows :-

S. No	Name	Designation	Title in Students Disciplinary Committee	Mobile No.	Email Address
1.	Tmt. A. Mary Christina	Principal (FAC)	Chairperson	9442441423	christinamary1969@yahoo.com
2.	M. Kirubanandhini	Lecturer/Chemistry	Member	8903554774	kiruba2013lecturer@gmail.com
3.	R. Senthilkumar	Lecturer/Civil	Member	8675330080	senthilvenu1971@gmail.com
4.	Dr. B.K. Raghunath	Lecturer/Mech	Member	9597418504	bkrau@rediffmail.com
5.	Dr. M. Vanithasri	Lecturer/EEE	Member	8667554691	vanithasimman@gmail.com
6.	M. Anand	Lecturer/ECE	Member	9791557102	anandau.m@gmail.com
7.	T. Sasirooba	Lecturer/CSE	Member	9944901110	sasiruba@gmail.com

The Discipline Committee to create awareness against and to prevent any ill incidents taking place in the campus. It shall be the duty of the Discipline Committee to ensure compliance with the provisions of AICTE /DOTE/ INSTITUTION Regulations on curbing the Menace and Indiscipline behavior in the campus as well as to monitor and oversee the performance of the Disciplinary Squad in the prevention of in-disciplinary activity in this institution.

With a view to pursue the prevalence of a healthy environment by regulating discipline among the students in the campus and to develop machinery to regulate the behavior of students it is considered necessary to constitute Students Disciplinary Committee. Accordingly, Students Disciplinary Committee is constituted to take cognizance of indiscipline and unruly behavior of students in the College by inflicting the penalties commensurate with the acts of misdemeanor by the students.

The committee plays a vital role in the Discipline maintenance in the campus. The committee shall take cognizance of the complaints or allegations received against the students. If the misdemeanor is minor, mild or moderate warranting admonition such cases could be dealt with at the individual level by the concerned HOD. Otherwise it shall be referred to the Students Disciplinary Committee.

Mary A. Christina
Principal,
PRINCIPAL
Chairperson,
147, Government Polytechnic College,
Kooduveli, Kattumannarkoil Tk.,
Cuddalore - 608 305.

To

1. Committee Chairperson
2. Committee Members

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PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC COLLEGE,

KOODUVELI, – 608305.

PRESENT : TMT.A. MARY CHRISTINA, M.E.,

PRINCIPAL (FAC)

PROCEEDINGS NO. : 425-4/A1/2022, DATED: 07.04.2022

Sub: Technical Education – Government Polytechnic College, Kooduveli – Re Constitute of Online Grievances Redressal Committee – Nomination of Committee Chairperson and Committee Members – Orders – Issued.

In Partial modification of the orders issued in the reference cited, the Committee for ONLINE GRIEVANCES REDRESSAL consisting of Chair Person and Committee members of this institution is Reconstituted as :-

1. Tmt. A. Mary Christina, M.E., Principal (FAC) – Chairperson

ADVISIORS

1. Tmt. E.Enbharubiboi, PA to Principal – Internal Advisor
2. Thiru. K. Chandrasekar, M.E.,- External Advisor
(Rtd Principal/Srinivasa Suburaya Polytechnic College, Puthur)

COMMITTEE MEMBERS

1. Dr.G. Karthikeyan, Lecturer/Mechanical – Member
2. Tmt. K. Kiruthikadevi, Lecturer/Physics – Member
3. Dr.T.Sasirooba, Lecturer/CSE – Member
4. Dr. N. Kumaran, Lecturer/C.S – Member
5. Thiru.G. Girishkumar, Lecturer/EEE – Member

The ONLINE GRIEVANCES REDRESSAL COMMITTEE Shall act to redress unfair Practices and to Provide a mechanism to innocent students.

The Grievances may include and realize the following complaints of the aggrieved students namely.

- (i) Making admission contrary to merit determined in accordance with the declared admission Policy of the institute.

(P.T.O)

- (ii) Withhold or refuse to return any document in the form of certificates of degree diploma, or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution with view to induce or compel such person to pay any fee or fees in respect of any course or Programme of study which such person does not in lead to pursue, Demand of money in excess of that specified in the declared admission Policy or approved by the competent authority to be charged by such institution.
- (iii) Breach of Policy for reservation in admission as may be applicable.
- (iv) Complaints of allege discrimination by students from Scheduled caste, Scheduled Tribes OBC, women minority or disable categories.
- (v) Nonpayment or delay in payment of scholarships to any students that such institution is Committed under the conditions imposed by AICTE or by any other authority.
- (vi) No provision of student amenities as may have been promised or required to be provided by the institution.
- (vii) Denial of quality education as promised at the time admission or required to be provided.
- (viii) Non transparent or unfair evaluation practices.
- (ix) Harassment and victimization of students including sexual harassment and any other matters affecting the dignity of persons.

Hence, the Online Grievances Redressal committee is to ensure transparency of this Polytechnic College on imparting Quality Technical Education under Redressal mechanism.

All Online Grievances Redressal Committee members are requested to function throughout the year as and when they are indulging in the matter regarding this is arised.

Joseph 17.4.22
PRINCIPAL
Chairperson
147, Government Polytechnic College,
G. Koduvil, Kattumankoil Tk.,
Koduvil - 608 305.
Coimbatore - 608 305.

To: The Chairperson & Committee Members of the Online Grievances Redressal Committee.

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PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC COLLEGE,

KOODUVELI, - 608305.

PRESENT : TMT.A. MARY CHRISTINA, M.E.,
PRINCIPAL (FAC)

PROCEEDINGS NO. : 424-5/A1/2022, DATED: 07.04.2022

Sub : Technical Education – Government Polytechnic College, Kooduveli –
Prevention and Prohibition of Ragging in this Polytechnic College –
Re-constitute of **Anti-Ragging Committee** – Nominations of Committee
Chairperson and Members - Orders - Issued.

Ref : This Office Proceeding No. : 446/A1/2021, Dated: 26.03.2021.

In Partial modification of the orders issued in the reference cited, the Committee for Anti-Ragging consisting of Chairperson and Committee Members of this institution is Re-constituted as follows :-

1. Chairperson Principal (FAC)
Tmt.A. Mary Christina,

Members

2. Member Thiru. M. Balaguru, Lecturer/ Civil.

3. Member Tmt.P. Revathi, Lecturer / Maths.

4. Member Dr. S. Pazhanirajan, Lecturer/ CSE

5. Member Dr. P. Deivajothi, Lecturer/ Mechanical

6. Member Dr. C. Murugesan, Physical Director

7. Member Thiru.A.Karthik,
Chidambaram Taluk, Police station

8. Student Representatives 1.Selvan. K.Bharath, MECH - III Year

2.Selvi. M.Prithiksha, CSE - III Year

9. Parents of Representatives 1.Tmt. K.Bhuvaneshwari,
S/o. Selvan. K.Bharath, MECH - III Year

2.Thiru. A.Manimaran,
D/o. Selvi. M.Prithiksha, CSE - III Year

10. Students Councillor Dr.B.K.Ragunath,
Lecturer/ Mechanical.

(P.T.O)

The Anti-Ragging Committee Shall act to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect to teasing, treating or handling with rudeness a fresher or any other student or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in ordinary course do and which has the effect of causing or generating a sense of shame or torment or embracement so as to adversely affect the physique or psychology of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

The Anti-Ragging Committee shall also provide and act for the healthy development, physically and psychologically of all this institution students and brings forth Regulations.

Shaykh 17.4.21
Principal
PRINCIPAL
Chairperson,
147, Government Polytechnic College
Koduvil, Kattumannarkoil Tk.,
Koduvil - 606 305.

To

1. Committee Chairperson
2. Committee Members

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**PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC
COLLEGE, KOODUVELI, – 608305.**

PRESENT : TMT.A. MARY CHRISTINA, M.E.,

PRINCIPAL (FAC)

PROCEEDINGS NO. : 425-6/A1/2022, DATED: 07.04.2022

SUB: Technical Education – Government Polytechnic College, Kooduveli – Re Constitute of Grievances Redressal Committee – Nomination of Committee Chair Person and Committee Members – Orders – Issued.

The Committee for GRIEVANCES REDRESSAL consisting of Chair Person and Committee members of this institution is Re constituted as bellows:-

1. Tmt.A. Mary Christina, Principal (FAC) – Head of Institution – Chair person
2. Tmt.G. Sivagamasundari, Lecturer / Civil – Member
3. Tmt. .P. Suriya, Lecturer (CB)/ Maths – Member
4. Tmt. B. Saranya, Lecturer (CB) / CSE – Member
5. Thiru. K.Karthik, Lecturer (CB) / EEE – Member
6. Thiru. N. Palani, Lecturer (CB)/ ECE – Member
7. Dr.A. Mohamed Sabiulla, Lecturer/ Mechanical – Member
8. Thiru. Dr.C. Murugesan, Physical Director – Member

The GRIEVANCES REDRESSAL COMMITTEE Shall act to redress unfair Practices and to Provide a mechanism to innocent students.

The Grievances may include and realize the following complaints of the aggrieved students namely.

- (i) Making admission contrary to merit determined in accordance with the declared admission Policy of the institute.
- (ii) Irregularity in the admission Process adopted by the institute.
- (iii) Refusing admission in accordance with the declared admission Policy of the institute.
- (iv) Withhold or refuse to return any document in the form of certificates of degree, diploma, or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution with view to induce or compel such person to pay any fee or fees in respect of any course or Programme of study which such person does not in lead to pursue,
- (v) Demand of money in excess of that specified in the declared admission Policy or approved by the competent authority to be charged by such institution.
- (vi) Breach of Policy for reservation in admission as may be applicable.

PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC COLLEGE,

KOODUVELI, - 608305.

PRESENT : TMT.A. MARY CHRISTINA, M.E.,
PRINCIPAL (FAC)

PROCEEDINGS NO. : 425-7/A1/2022, DATED: 07.04.2022

Sub : Technical Education – Government Polytechnic College, Kooduveli – Constitute of Institution Industry cell in this Polytechnic College – Nominations of Committee Chairperson and Members - Orders - Issued.

The Institution Industry cell consisting of Chairperson and Committee Members of this institution is constituted as follows :-

S.No	Name	Designation	Title in Institution Industry cell
1.	Tmt.A. Mary Christina	Principal (FAC)	Chairperson
2.	Mr.Elangovan	GM, DIC	Member
3.	Mr.P.A.Kathirvel	Manager	Member
4.	Dr. A.Mohamed sabiyulla	Placement Officer	Member

The Institution Industry cell is constituted to identify and facilitate Guest Lecturers, Interactive Workshops, Conferences, Seminars, Brain Storming Sessions, Technical Discussions etc. with members of the Industry, outside experts, eminent personalities at regular intervals. The cell shall work towards gaining MOUs from various Industries in Karur region and outside for students Internship, Industrial Visits and recruitments.

Mary Christina
Principal
PRINCIPAL
147, Government Polytechnic College
Kooduveli, Karur District,
Tamil Nadu - 608305.
Cuddalore - 608305.

To

1. Committee Chairperson
2. Committee Members

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PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC COLLEGE,

KOODUVELI, – 608305.

PRESENT : TMT.A. MARY CHRISTINA, M.E.,
PRINCIPAL (FAC)

PROCEEDINGS NO. : 425-8/A1/2022, DATED: 07.04.2022

Sub : Technical Education – Government Polytechnic College, Kooduveli – Constitute of Internal Quality Assurance Cell in this Polytechnic College – Nominations of Committee Chairperson and Members - Orders - Issued.

The Committee of Internal Quality Assurance Cell consisting of Chairperson and Committee Members of this institution is constituted as follows :-

- | | | |
|----|-------------|---|
| 1. | Chairperson | Principal (FAC)
Tmt. A. Mary Christina, |
| | | <u>Members</u> |
| 2. | Member | Thiru. M. Thamizhvanan, Lecturer (CB)/ English. |
| 3. | Member | Thiru. P. Santhipriya, Lecturer (CB)/ Civil. |
| 4. | Member | Dr. N. Kumaran, Lecturer/ CSE |
| 5. | Member | Thiru. S. Rajeswaran, Lecturer (CB)/ Mechanical |
| 6. | Member | Tmt. D. Uthayasuriya, Lecturer (CB)/ ECE |
| 7. | Member | Dr. R. Vanithasri, Lecturer/ EEE |
| 8. | Member | Dr.C.Murugesan, Physical Director. |

The Internal Quality Assurance Cell Shall act to make quality of institution, Education and environment of this polytechnic College. .

The Internal Quality Committee shall also provide and act for the healthy development, physically and psychologically of all this institution staff and students and brings forth Regulations.

Mary Christina
PRINCIPAL
Chairperson,
147, Government Polytechnic College,
Kooduveli, Kattankulathur, Tamil Nadu, India,
Kooduveli - 608 305.
Kooduveli - 608 305.

To

1. Committee Chairperson
2. Committee Members

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PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC COLLEGE,

KOODUVELI, – 608305.

PRESENT : TMT.A. MARY CHRISTINA, M.E.,

PRINCIPAL (FAC)

PROCEEDINGS NO. : 425-9/A1/2022, DATED: 07.04.2022

SUB: Technical Education – Government Polytechnic College, Kooduveli – Internal Complaint Committee-As per Vishakha guidelines given by Honourable Supreme Court and with reference to Section 4 All India Council for Technical Education Regulations, 2016 vide no.F AICTE/WH/2016 (Gender sensitization, prevention and prohibition of sexual harassment of women employees and students and Redressal of Grievances in Technical Institutions), Internal Complaint Committee (ICC) –Formation in Government Polytechnic College, Kooduveli – Prevention of sexual harassment of woman at work place - Members – Orders – Issued – Regarding.

Internal Complaint Committee is reformed for next two years period from Academic Year 2022-23 as per given below.

The Committee for Internal Complaint Committee is constituted Consisting of chairperson and Committee members of this Polytechnic College as follows :-

S.No	Name	Designation	Title in ICC	Associated with
1.	Tmt. A. Mary Christina	Principal (FAC)	Chairperson	Institute
2.	Dr.S.Sundari	Lecturer	Gender Sensitization Member	Institute
3.	Tmt.R.Priya	Typist. (Administration)	Gender Sensitization Member	Institute
4.	Dr.M.Kirubhanandhini	Lecturer	Member	Institute
5.	Dr.C. Murugesan,	Physical Director	Member	Institute
6.	Thiru J.Subramanian	Workshop Instructor (Non teaching faculty)	Member	Institute
7.	A.Anandhakumar (Mechanical)	Student	Member	Institute
8.	B.Priya (CSE)	Student	Member	Institute
9.	A.Aravindhhan (EEE)	Student	Member	Institute
10.	Thiru.B.Krishnaraj 25/26, VGP Street, K.R. Complex, Chidambaram	Advocate,	Member	Advocate,

(P.T.O)

The Sexual Harassment Redressal Shall act to prevent Prohibit of sexual Harassment of women employees and students and redressal of grievances and prevent unfair practice and to ensure safety and security of the girl's students and other women employees and complaints.

17.4.22
Principal,
PRINCIPAL
Chairperson
147, Government Polytechnic College
Government Polytechnic College
Rooduvell, Kattombarkoil Tk.,
Kooduvell
Cuddalore - 608 305.

Encl: Working Rules for Internal Complaints Committee.

Copy To: The Chairperson & Committee Members.

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PROCEEDINGS OF THE PRINCIPAL, GOVERNMENT POLYTECHNIC COLLEGE,

KOODUVELI, – 608305.

PRESENT : TMT.A. MARY CHRISTINA, M.E.,
PRINCIPAL (FAC)

PROCEEDINGS NO. : 425-10/A1/2022, DATED: 07.04.2022

Sub : Technical Education – Government Polytechnic College, Kooduveli –
Prevention and Prohibition of Ragging in this Polytechnic College –
Re-constitute of Anti-Ragging Squad – Nominations of Committee
Chairperson and Members - Orders - Issued.

The Committee for Anti-Ragging consisting of Chairperson and Committee Members of this institution is constituted as follows :-

- | | | |
|----|--|---|
| 1. | Squad Chairperson & Students Councillor | Dr. B.K. Ragunath,
Lecturer/ Mechanical. |
| 2. | Squad Members | 1.Thiru. G. Girishkumar, Lecturer/ EEE
2. Dr. C. Murugesan, Physical Director
3. Thiru. S. Ramesh,
Foreman
4. Thiru. J. Subramanian,
Workshop Instructor |

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The Anti-Ragging Squad Committee Shall act to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect to teasing, treating or handling with rudeness a fresher or any other student or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in ordinary course do and which has the effect of causing or generating a sense of shame or torment or embracement so as to adversely affect the physique or psychology of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

(P.T.O)

The Anti-Ragging Squad shall also provide and act for the healthy development, physically and psychologically of all this institution students and brings forth Regulations.

The Anti-Ragging Squad should constantly be vigilant and see if the boys are engaged in ragging and check them during lunch break, Tea break, in the college bus stop and report to the committee, then and when, for further action.

Handwritten: 17.4.22
PRINCIPAL
Principal,
147, Government Polytechnic College
Kondurati, Rattumangalkoil Tk.,
Government Polytechnic College
Kondurati - 608 305.

To

1. Squad Chairperson
2. Squad Members

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