

**K.S.RANGASAMY COLLEGE OF TECHNOLOGY, TIRUCHENGODE - 637 215**

KSRCT/PO/2024-25/ 2356

DATE: 16.04.2025

QM 5.5.3/F010

CIRCULAR

TIME: 09.00 AM

Classification	Routine	--	Urgent	✓	Immediate	--
Originator: Principal			Circulated to: All Department Faculty, Staff & Students through HoDS			

**Sub:** Third Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025. - Reg.

The Third Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025 will be held on April 16, 2025 (Wednesday) at 10:30 AM at Harish Chandra Hall (Multi-Function Hall). All the members of the committee are requested to make it convenient to attend the meeting.

**Agenda of the Meeting:**

1. Deliberations on various policy practices regarding grievance of the Institution
2. Follow up

**Complaints cum Grievance Redressal Committee Members**

S.No.	Name	Representation
1.	Dr.R.Gopalakrishnan Principal	Chairman
2.	Dr.G.Karthikeyan Vice Principal	Member
3.	Dr.A.Kumaravel Dean, Administration, and International Relations	Member
4.	Dr.K.B.Jayanthi Dean, Academics	Member
5.	Dr.G.Vennila Director, Finance and Purchase	Member
6.	Dr.P.Kumar Director, Ranking and Accreditation	Member
7.	Dr.K.Senthil Vadivu Professor, Department of Mathematics	Member

S.No.	Name	Representation
8.	Dr.R.Jagadesan Associate Professor, Department of Civil Engineering	Member
9.	Dr.M.Kathirselvam Associate Professor, Department of Mechanical Engineering	Member
10.	Mrs.S.Kiruthika Assistant Professor, Department of Tamil	Member
11.	Dr.S.Gomathi Professor, Department of Electronics Engineering(VLSI-D&T)	Member
12.	Mr.M.Nikhil Pravin IV Year Student, Department of Textile Technology	Member
13.	Ms.R.S.Tarunika III Year Student Department of Electronics and Communication Engineering	Member
14.	Ms.M. Pavithra II Year Student, Department of Biotechnology	Member
15.	Dr.A.Palaniappan Professor and Head, Department of English	Member & Convener

  
16/4/25  
Convener

Complaints cum Grievance Redressal Cell

Copy to:

- All members concerned
- All HoDs for information

Dr. R. Gopala  
krishna  
Chairman / PRINCIPAL

Digitally signed  
by Dr. R.  
Gopalakrishnan  
Date:  
2025.04.16  
12:05:30






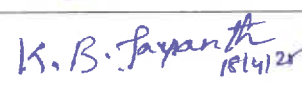






K.S.RANGASAMY COLLEGE OF TECHNOLOGY, TIRUCHENGODE - 637 215  
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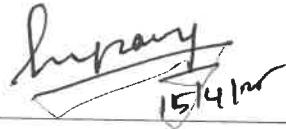

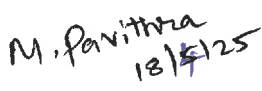
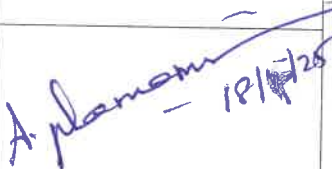
**Complaints cum Grievance Redressal Committee Members**

April 18, 2025

**Minutes of Meeting**

The Third Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025 was held on April 16, 2025 (Wednesday) at 10:30 AM at Harish Chandra Hall (Multi-Function Hall). The following members were present.

S.No.	Name	Representation	Signature
1.	Dr.R.Gopalakrishnan Principal	Chairman	
2.	Dr.G.Karthikeyan Vice Principal	Member	
3.	Dr.A.Kumaravel Dean, Administration, and International Relations	Member	
4.	Dr.K.B.Jayanthi Dean, Academics	Member	
5. *	Dr.G.Vennila Director, Finance and Purchase	Member	
6.	Dr.P.Kumar Director, Ranking and Accreditation	Member	
7.	Dr.K.Senthil Vadivu Professor, Department of Mathematics	Member	
8.	Dr.R.Jagadesan Associate Professor, Department of Civil Engineering	Member	
9.	Dr.M.Kathirselvam Associate Professor, Department of Mechanical Engineering,	Member	
10.	Mrs.S.Kiruthika Assistant Professor, Department of Tamil	Member	

S.No.	Name	Representation	Signature
11.	Dr.S.Gomathi Professor, Department of EE(VLSI(D&T))	Member	 15/4/25
12.	Mr.M.Nikhil Pravin IV Year Student, Department of Textile	Member	 15/4/25
13.	Ms.R.S.Tarunika III Year Student Department of ECE	Member	 15/4/25
14.	Ms.M. Pavithra II Year Student, Department of BT	Member	 15/4/25
15.	Dr.A.Palaniappan Professor and Head, Department of English	Member & Convener	 15/4/25

The Third Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025 was held on April 16, 2025 (Wednesday) at 10:30 AM at Harish Chandra Hall (Multi-Function Hall). The following discussions were made in the meeting.

S.No.	Deliberations Made	Proceeding / Outcome Recommended
1.	Deliberations on various policy practices regarding grievance of the Institution	<p>The Chairman delineated the objective of Complaints cum Grievance Redressal Committee which will look into the problems faced by the students in depth and will resolve the issues promptly.</p> <p>He also stated the following points:</p> <ul style="list-style-type: none"> <li>• Bus conveyance will be charged as per the rules</li> <li>• Hostel food menu will be charged as per the mess committee</li> <li>• Infrastructure development is under</li> </ul>

		<p>way inside the Campus</p> <ul style="list-style-type: none"><li>• Class wise representatives meeting will be convened soon</li><li>• Internships are mandatory as per the guidelines of AICTE. The Internships may be 3 to 8 weeks</li><li>• 190 credits are required for studying abroad and possible only by completing minor and honour degrees.</li><li>• International conference publications are important because 30 marks weightage. This practice will help them to the methods to write manuscripts and review papers. Moreover, publishing papers will add credit at the workplace</li><li>• Emphasis was given on preparing manuscript without plagiarism</li><li>• Lots of circulars, including exam circular and Project Work Phase II, are posted in CTCMS</li><li>• Students are urged to meet their mentors for proper guidance</li><li>• Alumni Mentor, Mr.Praveen of 2018 passed out batch is responding to many students and help them with his expertise</li><li>• IEEE Conference is scheduled in the last week of April</li></ul>
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		<ul style="list-style-type: none"> <li>• As per the academic practices, before the end semester examinations, internal marks need to be viewed</li> <li>• Students should strive for a good ecosystem</li> <li>• Henceforth, activity hours will be conducted for English Language skills. Reason for including the English skills is to enhance the participation and performance in Group Discussion and Pre-placement Talk</li> <li>• As the workplace is more diversified crowd and multi-ethnic, communication Skills in English is very important</li> <li>• Students from other states like Bihar, J&amp;K and other countries like Nepal</li> <li>• All the labs will be equipped with headphones and English essentials</li> <li>• It is ensured that no student will complete the degree without placements</li> </ul> <p>The convener proposed the thanks note.</p>
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*Aplanamur*  
*18/5/25*  
**Convenor / Coordinator, Grievance Cell**

*20/5/25*  
*18/5/25*  
**Chairman / PRINCIPAL**

**K.S.RANGASAMY COLLEGE OF TECHNOLOGY, TIRUCHENGODE - 637 215**

KSRCT/PO/2024-25/2347

DATE: 12.03.2025

QM 5.5.3/F010

CIRCULAR

TIME: 10.30 AM

Classification	Routine	--	Urgent	✓	Immediate	--
Originator: Principal			Circulated to: All Department Faculty, Staff & Students through HoDS			

**Sub:** Second Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025. - Reg.

The Second Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025 will be held on March 14, 2025 (Friday) at 10:30 AM at Harish Chandra Hall (Multi-Function Hall). All the members of the committee are requested to make it convenient to attend the meeting.

**Agenda of the Meeting:**

1. Mock Assessment for Data Structures and Core training for third-year circuit branch students
2. Follow up

**Complaints cum Grievance Redressal Committee Members**

S.No.	Name	Representation
1.	Dr.R.Gopalakrishnan Principal	Chairman
2.	Dr.G.Karthikeyan Vice Principal	Member
3.	Dr.A.Kumaravel Dean, Administration, and International Relations	Member
4.	Dr.K.B.Jayanthi Dean, Academics	Member
5.	Dr.G.Vennila Director, Finance and Purchase	Member
6.	Dr.P.Kumar Director, Ranking and Accreditation	Member
7.	Dr.K.Senthil Vadivu Professor, Department of Mathematics	Member

S.No.	Name	Representation
8.	Dr.R.Jagadesan Associate Professor, Department of Civil Engineering	Member
9.	Dr.M.Kathirselvam Associate Professor, Department of Mechanical Engineering	Member
10.	Mrs.S.Kiruthika Assistant Professor, Department of Tamil	Member
11.	Dr.S.Gomathi Professor, Department of Electronics Engineering(VLSI-D&T)	Member
12.	Mr.M.Nikhil Pravin IV Year Student, Department of Textile Technology	Member
13.	Ms.R.S.Tarunika III Year Student Department of Electronics and Communication Engineering	Member
14.	Ms.M. Pavithra II Year Student, Department of Biotechnology	Member
15.	Dr.A.Palaniappan Professor and Head, Department of English	Member & Convener

*A. plamen*  
12/3/20

Convenor

Complaints cum Grievance Redressal Cell

*[Signature]*  
Chairman / PRINCIPAL

Copy to:

- All members concerned
- All HoDs for information




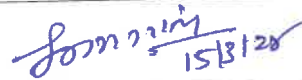



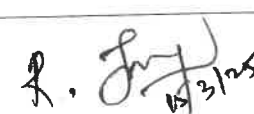
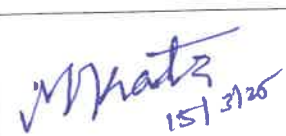
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**Complaints cum Grievance Redressal Committee Members**

March 15, 2025

**Minutes of Meeting**

The Second Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025 was held on March 14, 2025 (Friday) at 10:30 AM at Harish Chandra Hall (Multi-Function Hall). The following members were present.


S.No.	Name	Representation	Signature
1.	Dr.R.Gopalakrishnan Principal	Chairman	 15/3/25
2.	Dr.G.Karthikeyan Vice Principal	Member	 15/3/25
3.	Dr.A.Kumaravel Dean, Administration, and International Relations	Member	 15/3/25
4.	Dr.K.B.Jayanthi Dean, Academics	Member	K.B. Jayanthi 15/3
5. *	Dr.G.Vennila Director, Finance and Purchase	Member	G.V. 15/3
6.	Dr.P.Kumar Director, Ranking and Accreditation	Member	 15/3/25
7.	Dr.K.Senthil Vadivu Professor, Department of Mathematics	Member	 15/3/25
8.	Dr.R.Jagadesan Associate Professor, Department of Civil Engineering	Member	 15/3/25
9.	Dr.M.Kathirselvam Associate Professor, Department of Mechanical Engineering,	Member	 15/3/25

S.No.	Name	Representation	Signature
10.	Mrs.S.Kiruthika Assistant Professor, Department of Tamil	Member	<i>S. Kiruthika</i> 15/3/25
11.	Dr.S.Gomathi Professor, Department of EE(VLSI(D&T))	Member	<i>S. Gomathi</i> 15/3/25
12.	Mr.M.Nikhil Pravin IV Year Student, Department of Textile	Member	<i>Nikhil Pravin</i> 15/3/25
13.	Ms.R.S.Tarunika III Year Student Department of ECE	Member	<i>Tarunika R.S.</i> 15/3/25
14.	Ms.M. Pavithra II Year Student, Department of BT	Member	<i>M. Pavithra</i> 15/3/25
15.	Dr.A.Palaniappan Professor and Head, Department of English	Member & Convener	<i>A. Palaniappan</i> 15/3/25

The Second Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025 was held on March 14, 2025 (Friday) at 10:30 AM at Harish Chandra Hall (Multi-Function Hall). The following discussions were made in the meeting.

S.No.	Deliberations Made	Proceeding / Outcome Recommended
1.	Mock Assessment for Data Structures and Core training for third-year circuit branch students	The Chairman of the Complaints cum Grievance Redressal Committee deliberated the need for mock assessment for Data Structures and Core training for the Third Year Circuit Branch students to enhance their basic skills and improve their prospects in the forthcoming placement drives.  Also, he had elucidated the fundamental knowledge and skills in all essential

		<p>course will help them to publish quality articles in reputed journals, and will make them to fulfil the course needs for obtaining degree without last minutes hassles.</p> <p>The Chairman urged the students to motivate their fellow students who have not opted for placement, to widen their knowledge horizon to make quality publications as well.</p> <p>The Convener proposed the thanks note at the end of the meeting</p>
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- 15/3/20  
Convener / Coordinator, Grievance Cell

  
- 15/03/20  
Chairman / PRINCIPAL

K.S.RANGASAMY COLLEGE OF TECHNOLOGY, TIRUCHENGODE - 637 215

KSRCT/PO/2024-25/\_\_\_\_

DATE: 24.01.2025

QM 5.5.3/F010

CIRCULAR

TIME: 10.30 AM

Classification	Routine	--	Urgent	✓	Immediate	--
Originator: Principal			Circulated to: All Department Faculty, Staff & Students through HoDS			


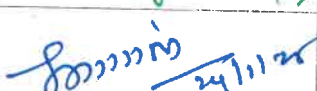
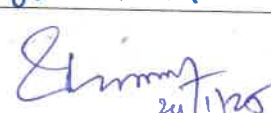

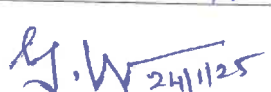
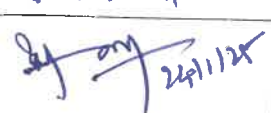
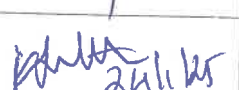
**Sub:** First Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025. - Reg.

The First Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025 will be held on January 29, 2025 (Wednesday) at 10:30 AM at Harish Chandra Hall (Multi-Function Hall). All the committee members are requested to make it convenient to attend the meeting.

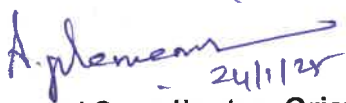
**Agenda of the Meeting:**

1. Grievance Redressal
2. Action taken

**Complaints cum Grievance Redressal Committee Members**

S.No.	Name	Representation	Signature
1.	Dr.R.Gopalakrishnan Principal	Chairman	 24/1/25
2.	Dr.G.Karthikeyan Vice Principal	Member	 24/1/25
3.	Dr.A.Kumaravel Dean, Administration, and International Relations	Member	 24/1/25
4.	Dr.K.B.Jayanthi Dean, Academics	Member	 24/1/25
5. *	Dr.G.Vennila Director, Finance and Purchase	Member	 24/1/25
6.	Dr.P.Kumar Director, Ranking and Accreditation	Member	 24/1/25
7.	Dr.K.Senthil Vadivu Professor, Department of Mathematics	Member	 24/1/25

S.No.	Name	Representation	Signature
8.	Dr.R.Jagadesan Associate Professor, Department of Civil Engineering	Member	R. Jay 24/1/25
9.	Dr.M.Kathirselvam Associate Professor, Department of Mechanical Engineering,	Member	M. Kathirselvam 24/1/25
10.	Mrs.S.Kiruthika AP, Tamil	Member	S. Kiruthika 24/1/25
11.	Dr.S.Gomathi Professor, Department of EE(VLSI(D&T))	Member	S. Gomathi 24/1/25
12.	Mr.M.Nikhil Pravin IV Year Student, Department of Textile	Member	N. Pravin 24/1/25
13.	Ms.R.S.Tarunika III Year Student Department of ECE	Member	Tarunika R.S. 24/1/25
14.	Ms.M. Pavithra II Year Student, Department of BT	Member	M. Pavithra 24/1/25
15.	Dr.A.Palaniappan Professor and Head, Department of English	Member & Convener	A. Palaniappan 24/1/25

  
Convener / Coordinator, Grievance Cell

  
Chairman / PRINCIPAL

**Copy to:**

- All members concerned
- All HoDs for information












**K.S.RANGASAMY COLLEGE OF TECHNOLOGY, TIRUCHENGODE - 637 215**  
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Tiruchengode – 637215

**Complaints cum Grievance Redressal Committee Members**

January 30, 2025

**Minutes of Meeting**

The First Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025 was held on January 29, 2025 (Wednesday) at 10:30 AM at Harish Chandra Hall (Multi-Function Hall). The following members were present.

S.No.	Name	Representation	Signature
1.	Dr.R.Gopalakrishnan Principal	Chairman	 30/1/25
2.	Dr.G.Karthikeyan Vice Principal	Member	 30/1/25
3.	Dr.A.Kumaravel Dean, Administration, and International Relations	Member	 30/1/2025
4.	Dr.K.B.Jayanthi Dean, Academics	Member	 30/1/25
5. *	Dr.G.Vennila Director, Finance and Purchase	Member	 30/1/25
6.	Dr.P.Kumar Director, Ranking and Accreditation	Member	 30/1/25
7.	Dr.K.Senthil Vadivu Professor, Department of Mathematics	Member	 30/1/25
8.	Dr.R.Jagadesan Associate Professor, Department of Civil Engineering	Member	 30/1/25
9.	Dr.M.Kathirselvam Associate Professor, Department of Mechanical Engineering,	Member	 30/1/25

S.No.	Name	Representation	Signature
10.	Mrs.S.Kiruthika AP, Tamil	Member	<i>S. Kiruthika</i> 30/1/25
11.	Dr.S.Gomathi Professor, Department of EE(VLSI(D&T))	Member	<i>S. Gomathi</i> 30/1/25
12.	Mr.M.Nikhil Pravin IV Year Student, Department of Textile	Member	<i>Nikhil Pravin</i> 30/1/25
13.	Ms.R.S.Tarunika III Year Student Department of ECE	Member	<i>Tarunika</i> 30/1/25
14.	Ms.M. Pavithra II Year Student, Department of BT	Member	<i>M. Pavithra</i> 30/1/25
15.	Dr.A.Palaniappan Professor and Head, Department of English	Member & Convener	<i>A. Palaniappan</i> - 30/1/25

The First Complaints cum Grievance Redressal Committee Meeting for the year 2024-2025 was held on January 29, 2025 (Wednesday) at 10:30 AM at Harish Chandra Hall (Multi-Function Hall). The following discussions were made in the meeting.

S.No.	Grievance / Issue Addressed	Proceeding / Outcome Recommended
1.	26.12.2024 Update on onboarding status of Ms. Bala Suruthika A G, IT 2024 batch at M/s ITC Infotech.	The members of the Complaints cum Grievance Redressal Committee were briefed on the grievance and the steps taken to resolve it.  The Grievance mail from the student concerned was received on 26.12.2024.  The grievance was forwarded to the Placement Officer on 18.01.2025 for the necessary intervention and requested him to resolve the issue.

		<p>The grievance resolved with the prompt reply from Mr. Phanindra from the Campus Recruitment Team, M/s ITC Infotech. through the Manager, Center for Excellence and Corporate Relations, Central Placement Cell, KSREI on 21.01.2025.</p> <p>The student concerned acknowledged the status of update of her On-Boarding Status on 21.01.2025.</p>
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*A. p. menon*  
30/1/25  
Convenor / Coordinator, Grievance Cell

*[Signature]*  
30/01/25  
Chairman / PRINCIPAL