



VELS



INSTITUTE OF SCIENCE, TECHNOLOGY & ADVANCED STUDIES (VISTAS)
(Deemed to be University Estd. u/s 3 of the UGC Act, 1956)
PALLAVARAM - CHENNAI

ACCREDITED BY NAAC WITH 'A' GRADE
Marching Beyond 30 Years Successfully

VISTAS/ARC/2023

07.08.2023

CIRCULAR / NOTICE

Anti-Ragging Committee meeting will be held on 14th August 2023 at 11.00 a.m. in the VIBA HALL, Dr. RATAN TATA Block, VISTAS. All the staff members are requested to attend the meeting.

Agenda:

1. Regarding complaints received on ragging issues if any.
2. Action initiated if any

CONVENOR OF THE COMMITTEE

TO: All Members

- | | |
|---|--------|
| 1. Dr.C.Dhanasekaran
Professor & HOD,
Dept. of Mechanical
School of Engineering. | Member |
| 2. Dr.A.Subramanian
Dean, Students Affairs | Member |
| 3. Capt.N.Kumar
Director
School of Maritime Studies | Member |
| 4. Dr.T.S.Shanmugarajan
Professor & Head
School of Pharmaceutical Sciences | Member |
| 5. Mr.S.Thambusami
Director
Discipline & Safety, VISTAS | Member |

Minutes of the Meeting

Minutes of the meeting of Anti – Ragging Committee, held on 14th August 2023 at 3.00 p.m. in the VIBA HALL, Dr. RATAN TATA Block, VISTAS.

The Following members were present:


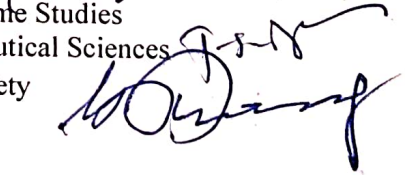
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|-------------------------|---|--|
| 1. Dr.C.Dhanasekaran | - | HoD, Mechanical Department |
| 2. Dr.A.Subramanian | - | Dean, Students Affairs |
| 3. Capt.N.Kumar | - | Director, School of Maritime Studies |
| 4. Dr.T.S.Shanmugarajan | - | HoD, School of Pharmaceutical Sciences |
| 5. Mr.S.Thambusami | - | Director, Discipline & Safety |

Convened by Dr.P.Saravanan, Registrar

1. Ragging is totally prohibited in the campus. If any student is found indulging in ragging severe action will be taken against the student.
2. Hostel warden will take effective steps to curb the ragging activities in hostel campus and other members are also visiting the hostel to ensure that no incident related to ragging should occur.
3. All the senior students are instructed not to indulge in any form ragging.
4. The meeting was ended by vote of thanks.


CONVENOR

- | | | |
|-------------------------|---|--|
| 1. Dr.C.Dhanasekaran | - | HoD, Mechanical Department |
| 2. Dr.A.Subramanian | - | Dean, Students Affairs |
| 3. Capt.N.Kumar | - | Director, School of Maritime Studies |
| 4. Dr.T.S.Shanmugarajan | - | HoD, School of Pharmaceutical Sciences |
| 5. Mr.S.Thambusami | - | Director, Discipline & Safety |



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VISTAS/ARC/2023

04.03.2024

CIRCULAR / NOTICE

Anti-Ragging Committee meeting will be held on 7th March 2024 at 11:00 a.m. in VIBA Hall, Ratan Tata Block, VISTAS. All the members are requested to attend the meeting.

Agenda:

1. Regarding Complaint No. TN_0079 – Action Taken.


CONVENOR

To: All Members

- | | |
|---|--------|
| 1. Dr. C. Dhanasekaran
Professor & HOD,
Department of Mechanical Engineering,
School of Engineering. | Member |
| 2. Dr. A. Subramanian
Dean, Student Affairs. | Member |
| 3. Capt. N. Kumar
Director,
School of Maritime Studies. | Member |
| 4. Dr. T.S. Shanmugarajan
Professor & HOD,
Department of Pharmaceutics,
School of Pharmaceutical Sciences. | Member |
| 5. Mr. S. Thambusami
Director,
Discipline and Safety, VISTAS | Member |

MINUTES OF THE MEETING

Date: 07.03.2024

Venue: VIBA Hall, Ratan Tata Block

The Anti-Ragging Committee of VISTAS met on 7th March 2024 in VIBA Hall, Ratan Tata Block at 11:00 am.

The following members were present:

- | | |
|---------------------------|--|
| 1. Dr. P. Saravanan | Registrar |
| 2. Dr. C. Dhanasekaran | Convenor, Anti-Ragging Committee |
| 3. Dr. A. Subramanian | HOD, Mechanical Engineering |
| 4. Capt. N. Kumar | Dean, Student Affairs. |
| 5. Dr. T.S. Shanmugarajan | Director, School of Maritime Studies |
| 6. Mr. S. Thambusami | HOD, Pharmaceutics |
| | Director, Discipline and Safety, VISTAS. |

1. The Convenor briefed the committee about a telephonic complaint raised by a student of the School of Maritime Studies named Cadet Pavan Sree Kalyan to the Anti-Ragging Cell, and the tabled the following reports in the meeting
 - a. Details of investigation conducted on the complaint by the Anti-Ragging Committee members
 - b. Conclusion of the investigation
 - c. Details of punishment for the wrongdoers
2. The Committee was convinced of the punishment awarded to the wrongdoers.
3. The Convenor informed the committee that all these reports will be sent to UGC Anti-Ragging Cell.
4. The Convenor emphasized the need for strict vigil on the part of the members of the Anti-Ragging Squad in order to prevent such incidents in the future.
5. The meeting ended with vote of thanks.


CONVENOR

- | | |
|---------------------------|--|
| 1. Dr. C. Dhanasekaran | HOD, Mechanical Engineering |
| 2. Dr. A. Subramanian | Dean, Student Affairs. |
| 3. Capt. N. Kumar | Director, School of Maritime Studies |
| 4. Dr. T.S. Shanmugarajan | HOD, Pharmaceutics |
| 5. Mr. S. Thambusami | Director, Discipline and Safety, VISTAS. |



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Internal Complaints Committee (ICC)

Circular

21.11.2023

Internal Complaints committee Meeting will be held on 23.11.2023 at 2.00p.m in Ratan Tata Block, to discuss the following agenda. All the members requested to attend the meeting.

Agenda

1. To review the functioning of the committee.
2. To discuss the events to be carried out in this academic year.


CONVENER

1	Dr. Nagalakshmi M	Professor
2	Dr..M.Thaiyalnayaki	Professor
3	Ms. A.K. Pushpa	Assistant Registrar
4	Ms.S. Jeseiursula	Section Officer
5	Mr.Rangarajan.Al	Country Manger
6	Mr. Anthony ShyamSundar	Student
7	Ms. Valliammai V	Student
8	Ms. J. Alamelu Mangai	Student
9	Mr.Diwakar T	Student



VELS



INSTITUTE OF SCIENCE, TECHNOLOGY & ADVANCED STUDIES (VISTAS)
(Deemed to be University Establishments Under the UGC Act, 1956)
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MINUTES OF THE MEETING

The meeting of the Internal Complaint committee was held on 23.11.2023 at 2 pm at Ratan Tata Block. All the members of the Internal Complaints Committee attended the meeting and had detailed discussions on the activities to be carried in the next semester 2024.

The following recommendation of the Committee

The Internal Complaints Committee discussed about the key responsibilities of the ICC

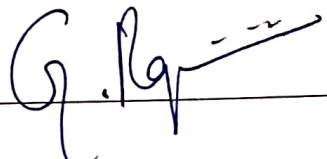
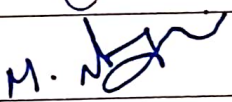
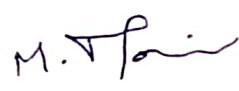
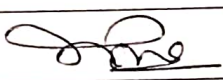
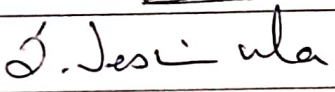

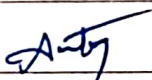
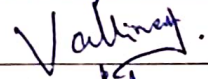
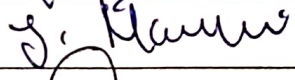
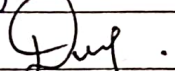
- Be thoroughly prepared
- Know the Act, Policy and/or relevant Service Rules
- Gather and record all relevant information
- Determine the main issues in the complaint
- Prepare relevant interview questions
- Conduct necessary interviews
- Ensure parties are made aware of the process and their rights/responsibilities within it
- Analyze information gathered
- Prepare the report with findings/recommendations

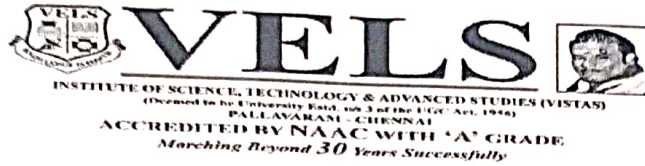
1. To review the last activities of the committee, introduction of the new members, the new members were oriented about the Vishaka Guidelines, applicable Service Rules, relevant laws and an understanding of workplace sexual harassment and related issues.

2. Discussed the mails received about the redressal platform - **NIL**.

3. To conduct events like photography, essay writing, poems, short film etc in the month of March / April 2024.

4. A Series of the workshop, planned for the next academic year 'Prevention of Sexual Harassment in cyberspace', awareness and handling of cyber stalking and cyber bullying is to be arranged.

S.No.	Name	Signature
CHAIRPERSON		
1	Dr G Rajini	
MEMBERS		
2	Dr Nagalakshmi M	
3	Dr.M.Thaiyalnayaki	
4	Ms. A.K. Pushpa	
5	Ms.S. Jeseiursula	
NGO		
6	Mr.Rangarajan.AI	
STUDENTS		
7	Mr. Anthony ShyamSundar	
8	Ms. Valliammai V	
9	Ms J Alamelu Mangai	
10	Mr.Diwakar P	



SC/ST/OBC GRIEVANCE COMMITTEE

Date:13th October-2023

CIRCULAR

The meeting of SC/ST/OBC Grievance Committee will be held on **16-10-2023**, at **2.30 pm**. The committee members are requested to make it convenient to attend the meeting at Pharmacy conference hall, Vels Institute Science, Technology & Advanced Studies (VISTAS), Pallavaram, Chennai.

AGENDA:

To preserve equality and equal opportunities within the university campus to bring out social environment.

1. To discuss and enquire about the various schemes available to avail the scholarship and Financial Assistance scholars.
2. To undergo employability skills training, the committee has identified the following the agency and will find out ways and means in detail, and schedule the benefits accordingly.

Malarkodi Velraj

Chairman

Dr. Malarkodi Velraj

Reconstituted Committee Members

1. Dr.Malarkodi Velraj - Chairman
2. Dr.Jagadeesan.P - Member
3. Dr. Vijayalakshmi.P - Member
4. Dr. Gavasakar- Member
5. Ms. S. Bhuvaneshwari - Member

Student

6. Ms. Harini D - Member
7. Mr.V. Akash - Member
8. Mr.Dhanush.C.K - Member

Minutes of the meeting of the SC/ST/OBC Grievance Committee held on 16-10-2023 at 2.00 p.m. at Pharmacy Conference Hall, VISTAS, Pallavaram Campus

Attendees: All the Members were present.

MINUTES

The Committee felt happy about the satisfactory situation on the social environment in the University campus.

It is also found that equal opportunities are given to the SC/ST students and social environment is maintained inside the University Campus and then agenda items were taken for discussion.

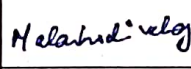
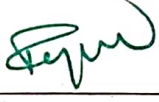
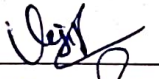
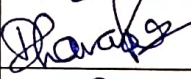

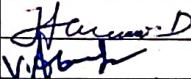
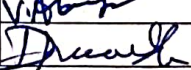
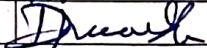
Item No.1:

1. To discuss and inquire about the many programmes available for OBC, SC/ST UG, PG, and Ph.D research scholars for acquiring fellowships and financial assistance for higher education and special training through government agencies

Item No. 2:

- ✓ With regards to **Scholarship program the team identified few agencies.**
- ✓ Fresh scholarship will be awarded by the Ministry of Social Justice and Empowerment for FY 2023-24 to 2025-26 only to 1st year students. This scholarship is reward of financial help for SC students to support their educational pursuits and employability skills.
 - <https://scholarships.gov.in/public/schemeGuidelines/Top Class Education Scheme 2023 24.pdf>
 - <https://socialjustice.gov.in/schemes/27>, <https://socialjustice.gov.in/schemes/29>
 - <http://www.ictacademy.in/rgniyd/skilltraining/>
 - <https://tnadtwscholarship.tn.gov.in/>

The committee also motivated the staff members and unanimously decided to take serious measures to make use of the facilities available.

S.No.	Name of the Committee members	Position	Signature
1.	Dr. Malarkodi Velraj, Professor, School of Pharmaceutical Science	Convenor/ Liaison Officer	
2.	Dr. Jagadeesan.P, Professor & Head, Dept. of Commerce (G) School of Management Studies & Commerce	Member	
3.	Dr. Vijayalakshmi.P, Assistant Professor, Dept. of ECE, School of Engineering	Member	
4.	Dr. Gavasakar, Assistant Professor, Dept. of Chemistry, School of Basic Sciences	Member	
5.	Ms. S. Bhuvaneshwari, Assistant Registrar Admission, VISTAS	Member	
6.	Ms. Harini D, B.E.CSE, II Year	Student - Member	
7.	Mr. V.Akash, B.Com. Gen. II Year	Student - Member	
8.	Mr. Dhanush.C.K, B.A. LLB. III Year	Student - Member	



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SC/ST/OBC GRIEVANCE COMMITTEE

Date:08-April-2024

CIRCULAR

The meeting of SC/ST/OBC Grievance Committee will be held on 12-04-2024, at 3.30 pm. The committee members are requested to make it convenient to attend the meeting at Pharmacy conference hall, Vels Institute Science, Technology & Advanced Studies (VISTAS), Pallavaram, Chennai.

AGENDA:

To preserve equality and equal opportunities within the university campus to foster a social atmosphere

1. To explore and analyze various schemes providing financial assistance and scholarships to deserving scholars, ensuring equal opportunities for education.
2. To enhance the employability skills of students/individuals, bridging the gap between education and industry requirements.

Malarkodi Velraj

Chairman
Dr. Malarkodi Velraj

Reconstituted Committee Members

1. Dr.Malarkodi Velraj - Chairman
2. Dr.Jagadeesan.P - Member
3. Dr. Vijayalakshmi.P - Member
4. Dr. Gavasakar- Member
5. Ms. S. Bhuvaneshwari - Member

Student

6. Ms. Harini D - Member
7. Mr.V. Akash - Member
8. Mr.Dhanush.C.K - Member

Minutes of the meeting of the SC/ST/OBC Grievance Committee held on 12-04-2024 at 3.30 p.m. at Pharmacy Conference Hall, VISTAS, Pallavaram Campus

Attendees: All the Members were present.

MINUTES

The Committee felt happy about the satisfactory situation on the social environment in the University campus. It is also found that equal opportunities are given to the SC/ST students and social environment is maintained inside the University Campus and then agenda items were taken for discussion.

Item No.1:

1. To discuss and inquire about the many programmes available for OBC, SC/ST UG, PG, and Ph.D research scholars for acquiring fellowships and financial assistance for higher education and special training through government agencies

Item No. 2:

- ✓ With regards to **Scholarship program the team identified few agencies.**
 1. University Grants Commission (UGC)- ugc.ac.in
 2. National Fellowship and Assistance Scheme (NFAS)- nfas.ugc.ac.in
 3. Ministry of Social Justice and Empowerment
- ✓ The team identified a few government and private sector organizations that could replicate the improvement of students' employability skills.

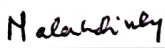

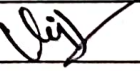
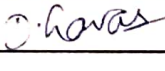
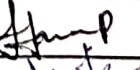
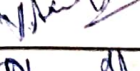
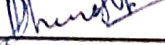
Government Initiatives:

- National Career Service (NCS) - Ministry of Labour and Employment
- Pradhan Mantri Kaushal Vikas Yojana (PMKVY) - Ministry of Skill Development and Entrepreneurship

Private Sector Initiatives:

- Tata Strive, Infosys Springboard, Wipro's Training and Development Program, Microsoft's Digital Literacy Program, IBM's Skills Gateway

The team unanimously agreed to take significant action to utilize the facilities available and encouraged the staff members.

S. No.	Name of the Committee members	Position	Signature
1.	Dr. Malarkodi Velraj, Professor, School of Pharmaceutical Science	Convenor/ Liaison Officer	
2.	Dr. Jagadeesan.P, Professor & Head, Dept. of Commerce (G) School of Management Studies & Commerce	Member	
3.	Dr. Vijayalakshmi.P, Associate Professor, Dept. of ECE, School of Engineering	Member	
4.	Dr. Gavasakar, Assistant Professor, Dept. of Chemistry, School of Basic Sciences	Member	
5.	Ms. S. Bhuvaneshwari, Assistant Registrar Admission, VISTAS	Member	
6.	Ms. Harini D, B.E.CSE, II Year	Student - Member	
7.	Mr. V. Akash, B.Com. Gen. II Year	Student - Member	
8.	Mr. Dhanush.C.K, B.A. LLB. III Year	Student - Member	

INSTITUTION GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR DATED: 9.8.2023

A meeting of Institution Grievance Redressal Committee will be held on 16.8.2023 at 3 pm in the Dean, School of Law Cabin. All the members are requested to attend the meeting.

Agenda

Regarding a Institutional grievance received from Mr. P.G. Mahesh Kumar, Assistant Professor, Department of Pharmaceutics, School of Pharmaceutical Sciences, VISTAS regarding the transport route asking the bus to stop nearby point to his residence.

Members:

S.No	Name of the Faculty	Designation	Position in the IGRC
1	Dr. S. Ambika Kumari Ph: 9443537258 Email:dean.law@velsuniv.ac.in	Dean School of Law	Chairman
2	Dr. K. Karthickeyan Ph: 9841910057 Email:hodppractice@velsuniv.ac.in	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member
3	Dr. S. Sivaganesan Ph: 7358002884 Email:sganesan.se@velsuniv.ac.in	Associate Professor Department of Mechanical Engineering, School of Engg.	Member
4	Dr. S. Vasantha Ph: 9176132279 Email: vasantha.sms@velsuniv.ac.in	Professor & Head Department of MBA, SLM School of Management Studies	Member
5	Dr. B. Perumal Ph: 9941155023 Email:hodes@velsuniv.ac.in	Professor & Head Department of Computer Science (UG & PG), School of Computer Sciences	Member

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9/8/23

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9/8/23

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9/8/23

MINUTES OF THE MEETING

The Institution Grievance Redressal Committee meeting was held on 16.8.23 at 3 pm at the Dean, School of Law Cabin, VISTAS.

All the members were present.

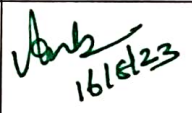
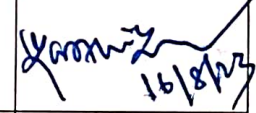
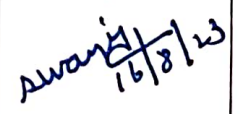

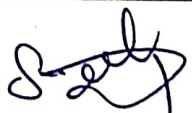
The Convener welcomed all the members. Then the agenda items were taken up.

Item No 1: Grievance received from Mr. P. G. Mahesh, Assistant Professor, School of Pharmaceutical Sciences.

The staff expressed that he requested for one more pick up point near Madhavaram Milk Colony, Chennai.

Solution :

The Institutional Grievance Redressal Committee after having an elaborate discussion, finally decide that the grievance could not be addressed as because it was a peak time with heavy traffic.

S.No	Name of the Faculty	Designation	Position in the IGRC	Signature
1	Dr. S. Ambika Kumari Ph: 9443537258 Email: dean.law@velsuniv.ac.in	Dean School of Law	Chairman	 16/8/23
2	Dr. K. Karthickeyan Ph: 9841910057 Email: hodpractice@velsuniv.ac.in	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member	 16/8/23
3	Dr. S. Sivaganesan Ph: 7358002884 Email: sganesan.se@velsuniv.ac.in	Associate Professor Department of Mechanical Engineering, School of Engg.	Member	 16/8/23
4	Dr. S. Vasantha Ph: 9176132279 Email: vasantha.sms@velsuniv.ac.in	Professor & Head Department of MBA, SLM School of Management Studies	Member	 16/8/23
5	Dr. P. Perumal Ph: 9941155023 Email: hodcs@velsuniv.ac.in	Professor & Head Department of Computer Science (UG & PG), School of Computer Sciences	Member	

INSTITUTION GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR DATED: 12.9.2023

A meeting of Institution Grievance Redressal Committee will be held on 15.9.2023 at 3 pm in the Dean, School of Law Cabin. All the members are requested to attend the meeting.

Agenda

Regarding a Institutional grievance received from Mrs. Koushika, Assistant Professor, Department of Chemistry, School of Basic Sciences, VISTAS regarding to allot classes at Ground floor considering her clinical condition.

Members:

S.No	Name of the Faculty	Designation	Position in the IGRC
1	Dr. S. Ambika Kumari Ph: 9443537258 Email: dean.law@velsuniv.ac.in	Dean School of Law	Chairman
2	Dr. K. Karthickeyan Ph: 9841910057 Email: hodpppractice@velsuniv.ac.in	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member
3	Dr. S. Sivaganesan Ph: 7358002884 Email: sganesan.se@velsuniv.ac.in	Associate Professor Department of Mechanical Engineering, School of Engg.	Member
4	Dr. S. Vasantha Ph: 9176132279 Email: vasantha.sms@velsuniv.ac.in	Professor & Head Department of MBA, SLM School of Management Studies	Member
5	Dr. P. Perumal Ph: 9941155023 Email: hodcs@velsuniv.ac.in	Professor & Head Department of Computer Science (UG & PG), School of Computer Sciences	Member

K. Karthickeyan
12/9/23

S. Sivaganesan
12/9/23

Ambika Kumari
12/8/23

S. Vasantha
12/9/23

P. Perumal
12/9/23

MINUTES OF THE MEETING

The Institution Grievance Redressal Committee meeting was held on 15.9.23 at 3 pm at the Dean, School of Law Cabin, VISTAS.

All the members were present.


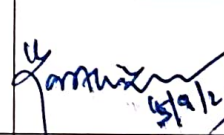
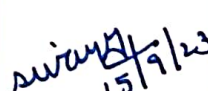
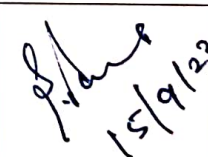
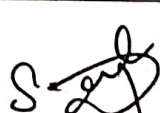
The Convener welcomed all the members. Then the agenda items were taken up.

Item No 1: Grievance received from Mrs. Koushika, Assistant Professor, School of Basic Sciences.

The staff expressed that she requested to allot her classes in Ground floor of the Science Block, because due to her clinical condition she not able to climb the staircase.

Solution :

The Institutional Grievance Redressal Committee after having an elaborate discussion, finally decide that the grievance be addressed as to instruct the HOD of the department to allot classes at Ground Floor of the Science Block.

S.No	Name of the Faculty	Designation	Position in the IGRC	Signature
1	Dr. S. Ambika Kumari Ph: 9443537258 Email:dean.law@velsuniv.ac.in	Dean School of Law	Chairman	 15/9/23
2	Dr. K. Karthickeyan Ph: 9841910057 Email:hodppractice@velsuniv.ac.in	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member	 15/9/23
3	Dr. S. Sivaganesan Ph: 7358002884 Email:sganesan.se@velsuniv.ac.in	Associate Professor Department of Mechanical Engineering, School of Engg.	Member	 15/9/23
4	Dr. S. Vasantha Ph: 9176132279 Email:vasantha.sms@velsuniv.ac.in	Professor & Head Department of MBA, SLM School of Management Studies	Member	 15/9/23
5	Dr. P. Perumal Ph: 9941155023 Email:hodes@velsuniv.ac.in	Professor & Head Department of Computer Science (UG & PG), School of Computer Sciences	Member	

INSTITUTION GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR DATED: 10.10.2023

A meeting of Institution Grievance Redressal Committee will be held on 13.10.2023 at 3 pm in the Dean, School of Law Cabin. All the members are requested to attend the meeting.

Agenda

Regarding a Institutional grievance received from Mrs. Sudha, Lab Assistant, Department of Biotechnology, School of Life Sciences, VISTAS regarding the transfer to any other department located in ground floor due to her illness.

Members:

S.No	Name of the Faculty	Designation	Position in the IGRC
1	Dr. S. Ambika Kumari Ph: 9443537258 Email: dean.law@velsuniv.ac.in	Dean School of Law	Chairman
2	Dr. K. Karthickeyan Ph: 9841910057 Email: hodpppractice@velsuniv.ac.in	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member
3	Dr. S. Sivaganesan Ph: 7358002884 Email: sganesan.se@velsuniv.ac.in	Associate Professor Department of Mechanical Engineering, School of Engg.	Member
4	Dr. S. Vasantha Ph: 9176132279 Email: vasantha.sms@velsuniv.ac.in	Professor & Head Department of MBA, SLM School of Management Studies	Member
5	Dr. P. Perumal Ph: 9941155023 Email: hodcs@velsuniv.ac.in	Professor & Head Department of Computer Science (UG & PG), School of Computer Sciences	Member

[Signature]
10/10/23

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MINUTES OF THE MEETING

The Institution Grievance Redressal Committee meeting was held on 13.10.23 at 3 pm at the Dean, School of Law Cabin, VISTAS.

All the members were present.

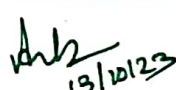

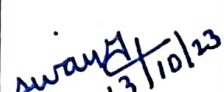

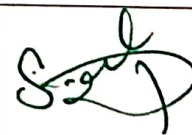
The Convener welcomed all the members. Then the agenda items were taken up.

Item No 1: Grievance received from Mrs. Sudha, Lab Assistant, School of Life Sciences.

The staff expressed that she want transfer to any other department which is located in Ground Floor due to her illness.

Solution :

The Institutional Grievance Redressal Committee after having an elaborate discussion, finally decide that the grievance could be addressed and recommended her HOD to do the needful.

S.No	Name of the Faculty	Designation	Position in the IGRC	Signature
1	Dr. S. Ambika Kumari Ph: 9443537258 Email:dean.law@velsuniv.ac.in	Dean School of Law	Chairman	 13/10/23
2	Dr. K. Karthickeyan Ph: 9841910057 Email:hodpppractice@velsuniv.ac.in	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member	 13/10/23
3	Dr. S. Sivaganesan Ph: 7358002884 Email:sganesan.se@velsuniv.ac.in	Associate Professor Department of Mechanical Engineering, School of Engg.	Member	 13/10/23
4	Dr. S. Vasantha Ph: 9176132279 Email:vasantha.sms@velsuniv.ac.in	Professor & Head Department of MBA, SLM School of Management Studies	Member	 13/10/23
5	Dr. P. Perumal Ph: 9941155023 Email:hodcs@velsuniv.ac.in	Professor & Head Department of Computer Science (UG & PG), School of Computer Sciences	Member	

INSTITUTION GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR Dated 19.12.2023

A meeting of Institution Grievance Redressal Committee will be held on 21.12.2023 at 3:00 pm in Chamber of Dean of School of Law. All members are requested to attend the meeting.

Agenda

Grievance received from Dr. Sukanya, Assistant Professor, Department of Commerce, School of Management Studies, VISTAS regarding the absence of a traffic signal in the Pallavaram-Thoraipakkam radial road opposite the arterial road connecting P.V. Vaithiyalingam Road that leads to VISTAS Pallavaram campus.

S. No	Name of the Faculty	Designation	Position in the IGRC
1	Dr. S. Ambika Kumari Ph: 9443537258 Email: dean.law@velsuniv.ac.in	Dean School of Law	Chairman
2	Dr. K. Karthikeyan Ph: 9841910057 Email: hodppractice@velsuniv.ac.in	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member
3	Dr. S. Sivaganesan Ph: 7358002884 Email: sganesan.se@velsuniv.ac.in	Associate Professor Department of Mechanical Engineering, School of Engineering	Member
4	Dr. S. Vasantha Ph: 9176132279 Email: vasantha.sms@velsuniv.ac.in	Professor & Head Department of MBA, SLM, School of Management Studies	Member
5	Dr. S. Perumal Ph: 9941155023 Email: hodcs@velsuniv.ac.in	Professor & Head Department of Computer Science (UG & PG), School of Sciences	Member

1. *[Signature]*
19/12/23

2. *[Signature]*

3. *[Signature]*
19/12/23

4. *[Signature]*
19.12.2023.

5. *[Signature]*

MINUTES OF THE MEETING

The Institution Grievance Redressal Committee meeting was held on 21.12.2023 at 3:00 pm in the chamber of Dean, School of Law, VISTAS.

All the members were present.

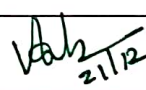

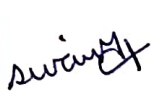
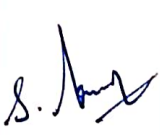
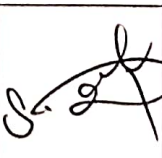
The Chairman welcomed all the members. Then the agenda items were taken up.

Item No 1: Grievance received from Dr. Sukanya, Assistant Professor, Department of Commerce.

The staff expressed her difficulty in accessing the arterial road P.V. Vaithiyalingam road from the Pallavaram-Thoraipakkam radial road by car as there is no signal.

Solution:

The Institutional Grievance Redressal Committee after having an elaborate discussion, decided to consider her request favourably and to recommend to the Registrar, VISTAS to urge upon the traffic police authorities to install a traffic signal in the Pallavaram-Thoraipakkam radial road opposite to the P.V. Vaithiyalingam road.

S. No	Name of the Faculty	Designation	Position in the IGRC	Signature
1	Dr. S. Ambika Kumari	Dean School of Law	Chairman	
2	Dr. K. Karthikeyan	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member	
3	Dr. S. Sivaganesan	Associate Professor Department of Mechanical Engineering, School of Engineering	Member	
4	Dr. S. Vasantha	Professor & Head Department of MBA, SLM, School of Management Studies	Member	
5	Dr. S. Perumal	Professor & Head Department of Computer Science (UG & PG), School of Sciences	Member	

INSTITUTION GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR Dated 9.2.2024

A meeting of Institution Grievance Redressal Committee will be held on 11.2.2024 at 3:00 pm in Chamber of Dean of School of Law. All members are requested to attend the meeting.

Agenda

Grievance received from Mrs. N. Selvi, attender in Dean of Students Affairs office that there is no bus passengers waiting shelter in Pallavaram-Thoraipakkam radial road and so she requests the authorities to do something about it.

S. No	Name of the Faculty	Designation	Position in the IGRC
1	Dr. S. Ambika Kumari Ph: 9443537258 Email: dean.law@velsuniv.ac.in	Dean School of Law	Chairman
2	Dr. K. Karthikeyan Ph: 9841910057 Email: hodppractice@velsuniv.ac.in	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member
3	Dr. S. Sivaganesan Ph: 7358002884 Email: sganesan.se@velsuniv.ac.in	Associate Professor Department of Mechanical Engineering, School of Engineering	Member
4	Dr. S. Vasantha Ph: 9176132279 Email: vasantha.sms@velsuniv.ac.in	Professor & Head Department of MBA, SLM, School of Management Studies	Member
5	Dr. S. Perumal Ph: 9941155023 Email: hodcs@velsuniv.ac.in	Professor & Head Department of Computer Science (UG & PG), School of Sciences	Member

1. *Ab*
9/2/24

2. *Karthikeyan*

3. *Sivaganesan*

4. *S. Anur*
9.2.2024

5. *S. Perumal*

MINUTES OF THE MEETING

The Institution Grievance Redressal Committee meeting was held on 11.2.2024 at 3:00 pm in the chamber of Dean, School of Law, VISTAS.

All the members were present.



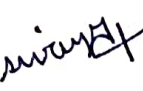


The Chairman welcomed all the members. Then the agenda items were taken up.

Item No 1: Grievance received from Mrs. N. Selvi, attender in Dean of Students Affairs office.

The grievance was that there is no bus passenger waiting shelter in Pallavaram-Thoraipakkam radial road and so she requests the authorities to do something about it.

Solution:

The Institutional Grievance Redressal Committee had an elaborate discussion on this matter. Members felt that a passenger's waiting shelter was necessary in the Pallavaram-Thoraipakkam radial road as many students and staff are commuting to VISTAS by public transport. Hence, the committee has decided to recommend to the Registrar, VISTAS to urge upon the City Corporation officials to erect a bus stand in the radial road.

S. No	Name of the Faculty	Designation	Position in the IGRC	Signature
1	Dr. S. Ambika Kumari	Dean School of Law	Chairman	 11/2/24
2	Dr. K. Karthikeyan	Professor & Head Department of Pharmacy Practice, School of Pharmaceutical Sciences	Member	
3	Dr. S. Sivaganesan	Associate Professor Department of Mechanical Engineering, School of Engineering	Member	
4	Dr. S. Vasantha	Professor & Head Department of MBA, SLM, School of Management Studies	Member	
5	Dr. S. Perumal	Professor & Head Department of Computer Science (UG & PG), School	Member	

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

CIRCULAR DATED: 13.10.2023

A meeting of grievance committee will be held on **16.10.2023** at 3.30 pm in the Dean, Student Affairs Room.

All the members are requested to attend the meeting.

Agenda

1. Regarding an online grievance received from Mrs.N.Veni, III BCA

Members:

S. No	Name of the Faculty	Designation	Position in the SGRC
1	Dr.A.Subramanian Ph:9840641410 Email:dean.studentaffairs@velsuniv.ac.in	Professor & Dean Student Affairs	Chairman
2	Dr.P.R.Ramakrishnan Ph:9444298316 Email:dean.sms@velsuniv.ac.in	Professor & Dean School of Management Studies	Member
3	Dr.C.Dhanasekaran Ph:9962506202 Email:hodmech@velsuniv.ac.in	Professor & Head Department of Mechanical School of Engg	Member
4	Dr.MalarkodiVelraj Ph:9884242196 Email:malarkodiv.sps@velsuniv.ac.in	Professor Deaprtment of Pharmacognosy School of Pharmaceuticals Sciences.	Member
5	Dr.P.Sujatha Ph:8828250758 Email:sujatha.scs@velsuniv.ac.in	Professor & Head Department of BCA IT School of Computing Sciences	Member
6	Ms.C. Duwaita Ph:9629086519 Email: jenorri@gmail.com	MCA Batch - 2022-2024	Special Invitee

MINUTES OF THE MEETING

The Students Grievance Redressal Committee meeting was held on **16.10.23 at 3.30 pm** in Dean Room, Student Affairs, and VISTAS.

All the members were present.

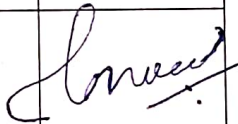
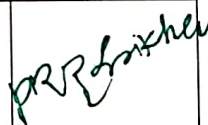


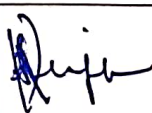
The Meeting was convened by Dr.A.Subramanian, Dean Student Affairs.

Item No 1: Grievance received from Mrs.N.Veni, III BCA

The student addressed for the safety of their personal belongings, as she lost her Purse when she placed her bag during the library visit.

Solution:

The Grievance Redressal Committee discussed with the concern authorities and decided to provide locker to keep student's valuable things during library visit.

S. No	Name of the Faculty	Designation	Position in the SGRC	Signature
1	Dr.A.Subramanian Ph:9840641410 Email:dean.studentaffairs@velsuniv.ac.in	Professor & Dean Student Affairs	Chairman	
2	Dr.P.R.Ramakrishnan Ph:9444298316 Email:dean.sms@velsuniv.ac.in	Professor & Dean School of Management Studies	Member	
3	Dr.C.Dhanasekaran Ph:9962506202 Email:hodmech@velsuniv.ac.in	Professor & Head Department of Mechanical School of Engg	Member	
4	Dr.MalarkodiVelraj Ph:9884242196 Email:malarkodiv.sps@velsuniv.ac.in	Professor Deaprtment of Pharmacognosy School of Pharmaceuticals Sciences.	Member	
5	Dr.P.Sujatha Ph:8828250758 Email:sujatha.scs@velsuniv.ac.in	Professor & Head Department of BCA IT School of Computing Sciences	Member	
6	Ms.C. Duwaita Ph:9629086519 Email: jenorri@gmail.com	MCA Batch - 2022-2024	Special Invitee	