

Ref: HECT / ICC / 2022-23

Date: 10.10.2022

**Internal Communication**

Sub: Internal Compliant Cell Committee Meeting – reg.

All the Internal Compliant Cell Committee members are informed to attend the meeting in the principal board room on 11.10.2022 at 1.00 p.m. All the members are requested to attend the meeting

To: 1. Committee Members of Internal Complaint Cell  
2. Principal

*NSR*

**Co-ordinator**

*[Signature]*  
**Principal**



**PRINCIPAL**  
Hindusthan College Of Engineering & Tech  
COIMBATORE - 641 032.

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Date: 11.10.2022


**Minutes of the Meeting of Internal Compliant Cell dated 11.10.2022**

The Following Members were Present:

S.No	Name of the Members	Role
1	Dr. J.Jaya	Chairman
2	Dr. P.Vijayalakshmi (Prof. / ECE)	Member
3	Dr. K.V.Girija (ASP/ (S & H)	Member
4	Ms.M. Murugeshwari (ASP / EEE)	Member
5	Ms. P.K. Poonguzhali (ASP / ECE)	Member
6	Mr.N.PrāsannaVenkateshan (AP/Mech)	Member
7	Ms.Mahalakshmi(AP/S&H)	Member
8	Ms. P. Geetha (ASP /ECE)	Member
9	Ms. Sangeetha (AP/S&H)	Member

**Matter Discussed are**

1. A meeting to be convened with students about the importance of Internal Compliance Committee
2. Appreciation were given to the cell members for the status of no complaints in the last year
3. Government circular related to setting an ICC cell was shown to the members
4. Meeting came to an end at 1.45 p.m.

  
**Coordinator**

  
**Principal**



**PRINCIPAL**  
Hindusthan College Of Engineering & Technology  
COIMBATORE - 641 037

Date: 14.10.2022

**Action taken report of the meeting**

Date of the meeting: 11.10.2022

Time: 1.00 p.m.

Venue: Board Room

Members present: All Members of ICC

**Action taken:**

1. An internal circular was sent through various classes WhatsApp groups about the Internal Compliance Committee with the co-ordinator and the member's phone numbers.
2. ICC cell's objectives, activities and functions were explained in the first year orientation session.



**Coordinator**



**Principal**