

**ANAND INSTITUTE OF HIGHER TECHNOLOGY**

**Kazhipattur**

**Date: 04.02.2019**

**CIRCULAR**

SC/ST Grievance Committee meeting will be held on 06.02.2019 at 12:40 pm. All members of the committee should be available for the meeting. HOD's are requested to permit student representatives to attend the meeting.

Meeting Venue: A Block, Conference Hall



Principal/Chairman

Cc to:

Secretary Madam

Principal Sir

All HOD's

2019 - 2

**ANAND INSTITUTE OF HIGHER TECHNOLOGY**

**kazhipattur**

**SC/ST GRIEVANCE REDRESSAL COMMITTEE MEMBERS (2019 – 2020)**

| <b>S. No.</b> | <b>Name</b>             | <b>Member</b> |
|---------------|-------------------------|---------------|
| 1             | Dr.P.Suresh Mohan Kumar | Chairman      |
| 2             | Dr.K.Karnavel,          | Member        |
| 3             | Mr.Saravanan            | Member        |
| 4             | Dr.Madhusudhanan        | Member        |
| 5.            | Mr.V.Suresh             | Member        |

**ANAND INSTITUTE OF HIGHER TECHNOLOGY**

**Kazhipattur**

**SC/ST GRIEVANCE REDRESSAL COMMITTEE MEETING**

**DATE:06.02.2019**

**MEMBES PRESENT:**

| S. No. | Name                    | Member   |
|--------|-------------------------|----------|
| 1      | Dr.P.Suresh Mohan Kumar | Chairman |
| 2      | Dr.K.Karnavel           | Member   |
| 3      | Mr.Saravanan            | Member   |
| 4      | Dr.Madhusudhanan        | Member   |
| 5.     | Mr.V.Suresh             | Member   |

**MINUTES OF MEETING**

**Agenda:**

1. Discuss action to be taken for improving communication skills.
2. Educating Parents about SC/ST allowances and privileges.
3. The SC/ST Cell provides guidance to various University Committees in respect of promotions/recruitment for the latest rule position concerning SC/ST reservations.

| S.NO | Decision Taken  | Person Responsibility | Review Status   |
|------|---|-----------------------|---|
| 1.   | To display all information in the notice board and also send personal mail or messages to students. | Mr.Saravanan          | Check all notice board, website, Newsletter, emails and messages and verify the information reaches students. |
| 2.   | Students can complain through letter or can complain online.  | Dr.Madhusudhanan      | Seminars were conducted and language laboratories were made available for students.                           |
| 3.   | Student informed about educating parents about SC/ST allowances and                                 | Mr.Saravanan          | Meeting was conducted with parents and all details  |

|    |  |             |   |
|----|--|-------------|---|
|    | privileges.  |             | regarding their scholarship and other benefits were informed to parents. Their doubts were also cleared thoroughly. |
| 4. | If any requirement is reserved for SC/ST students, They are issued by the university or government, information to be passed to students properly. | Mr.V.Suresh | Display the news in department notice boards, send mail to students personally.                                     |



CHAIRMAN SC/ST GRIEVANCE REDRESSAL COMMITTEE

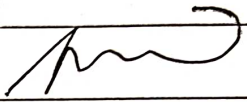
ANAND INSTITUTE OF HIGHER TECHNOLOGY

Kazhipattur

SC/ST GRIEVANCE REDRESSAL COMMITTEE MEETING

Date: 06.02.2019

MINUTES OF THE MEETING ATTENDENCE

| S. No. | Name                    | Member   | Signature   |
|--------|-------------------------|----------|---|
| 1      | Dr.P.Suresh Mohan Kumar | Chairman |  |
| 2      | Dr.K.Karnavel,          | Member   | K. Karnavel   |
| 3      | Mr.Saravanan            | Member   | Saravanan.  |
| 4      | Dr.Madhusudhanan        | Member   | Madhusudhanan.  |
| 5.     | Mr.V.Suresh             | Member   | Suresh.   |

Ref: AIHT/SC/2019-2020/C1

Date: 18.06.2019

**PMSS SCHOLARSHIP SC/SCA/ST/SCC CIRCULAR**

SC/SCA/ST (II Year UG & PG) students and Converted Christian from Adi-Dravidar Community students whose parent's Annual income is below Rs.2.5 lakhs for SC/SCA/ST and Rs.2 lakhs for Converted Christians from Adi-Dravidar are informed to submit the following Certificates for the year 2019-2020 to the College office on or before 20.06.2019

- 1) Copy of Income Certificate for the year 2019
- 2) Recent Colour passport size photo
- 3) Copy of Community Certificate
- 4) Copy of X Mark Sheet
- 5) Copy of XII Mark Sheet
- 6) Copy of Bank Passbook front page
- 7) Copy of Aadhar

To be read in all classes



PRINCIPAL

CONVENER

Copy to:

1. The Principal
2. Head of the Departments
3. All Class Coordinators
4. Department notice Board
5. Office/ Manager
6. SC File