

Establishment of Internal Committee

Ess.Doc.-04



AAA

COLLEGE OF ENGINEERING & TECHNOLOGY

(Accredited by NBA (CSE,EEE,ECE & MECH) and NAAC with 'A' Grade.

An ISO 21001: 2018 Certified Institution

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)

Amathur, Sivakasi-626 005



AAA College of Engineering and Technology

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An ISO 21001:2018 TUV Certified Institution

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Amathur, Sivakasi - 626 005.

AAA/ Estb/2024- '25/10

23-09-2024

Establishment of Internal Compliance Committee

The Internal Compliance Committee for our institution is re-constituted with the following faculty members for the academic year 2024-25.

Sl.No	Name	Category	Position (Chairman/ Member)	Address
1.	Mrs. N. Thenmozhi	Chairperson/ Presiding Officer	Assistant Professor	AAA College of Engg and Tech, Amathur, Sivakasi.
2.	Dr. R. Anitha	Internal Member	Assistant Professor	AAA College of Engg and Tech, Amathur, Sivakasi.
3.	Dr. R. Meby Selvaraj	Internal Member	Assistant Professor (S.G)	AAA College of Engg and Tech, Amathur, Sivakasi.
4.	Dr. S. Aasha	External Member	Psychological Counsellor & Therapist	ZEN Counselling & Therapy Centre, Madurai.
5.	Mrs. Swetha	External Member	Cluster head	Bharatiya Yuva Shakthi trust, Virudhunagar


23/09/2024
PRINCIPAL
(Dr.M. Sekar)

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AAA/ Estb/2024- '25/07

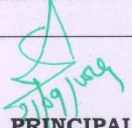
21-09-2024

Discipline and Welfare Committee

Reference: As per norms in AICTE Handbook

With reference to the above, the Discipline and Welfare Committee is established in this institute for the academic year 2024-25.

Name	Present Designation Occupation	Phone Numbers	Mobile Numbers	E- mail ID
Dr. M. Sekar	Chairman	04562-251111	8124011542	principal@aaacet.ac.in
Dr. J. Dharamaraja	Head of the Department	-	9677942139	drjdhamaraja@aaacet.ac.in
Dr. C. Senthil Kumar	Head of the Department	-	9994573850	senthilkumar_c@aaacet.ac.in
Dr. R. Selvabharathi	Head of the Department	-	9486076213	selvabharathi@aaacet.ac.in
Dr. P. Senthil Pandian	Associate Professor	-	9159699366	senthilpandian@aaacet.ac.in
Mr. M. Veerukkannan	Physical Director	-	9698173769	veerukkannan@aaacet.ac.in
Mrs. S. Nagajothi	Lady faculty member	-	9786885413	nagajothi@aaacet.ac.in
Dr. C. Karuppasamy	Associate Professor / COE	-	9600795112	karuppasamy@aaacet.ac.in
Dr. P. Saravana Kumar	Associate Professor Dy.Warden	-	9444510396	saravanakumar@aaacet.ac.in
Dr. R. Anitha	Lady faculty member	-	9790121260	anitha@aaacet.ac.in


PRINCIPAL
(Dr.M. Sekar)

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AAA COLLEGE OF ENGINEERING AND TECHNOLOGY

Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai.
Managed by Vinayaga - Sonny Fireworks Group of Industries / Panjurajan - Amaravathy Trust.
Kamarajar Educational Road, Amathur Village - 626 005, Sivakasi.
Virudhunagar District, Tamilnadu.

ACCREDITED BY NBA (CSE, ECE, EEE, MECH), & NAAC WITH 'A' GRADE, AN ISO 21001:2018 CERTIFIED INSTITUTION

Dr. M. SEKAR, M.E., Ph.D., FIE

PRINCIPAL

AAA/ ESTB /REG/ 2023 - 24 /04

principal@aaacet.ac.in
www.aaacet.ac.in

Date: 18th October 2023

To

Dr.S.AASHA,M.A.,(M.Psy.,)M.A.,(P&R)M.Phil.,Ph.D
Psychological Counsellor & Therapist,
ZEN Counselling & Therapy Centre
Madurai - 14.

Dear Madam,

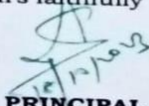
Sub.: Representation in Internal Compliance Committee

We would like you to be a member in our college Internal Compliance Committee. Kindly accept our nomination as a member in our Internal Compliance Committee and the letter of consent or a signed acknowledgment may please be given.

We look forward to your valuable contribution and grateful for your kind cooperation.

Thank you.

Yours faithfully


PRINCIPAL

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AAA COLLEGE OF ENGG. & TECHNOLOGY
SIVAKASI.

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Acknowledged
S. Sekar



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Kamarajar Educational Road, Amathur, Sivakasi – 626 005.

Consolidated Report of Action taken against the Grievances

ACADEMIC YEAR (ODD SEMESTER 2023 -2024)

Sl.no	GRIEVANCE REPORTED AND DATE		ACTION TAKEN AGAINST THE GRIEVANCE WITH DATE	
1.	09/08/2023	III Year CIVIL students suggested that the supply of drinking water is not adequate.	11/08/2023	It was recorded in the complaint register of Civil Engineering department and water filling the roof top tank is done regularly by the electrician.
2.	09/08/2023	III Year CIVIL students suggested to clean girls and boys toilet in 2 nd floor frequently	11/08/2023	Sanitary in charge instructed to take steps for cleaning the girls and boys toilet in 2 nd floor frequently. The lady lab assistant of Civil asked to sign in the cleaning schedule register
3.	09/08/2023	III Year CIVIL students suggested to repair the broken/damage sitting benches	11/08 /2023	Informed to the Administrative Officer to repair the broken/damage sitting benches and carpentry works for repairing is arranged by AO and rectified
4.	09/08/2023	IV Year CIVIL student requested permission to use CAD lab for hands on practice during 8 th hour.	09/08/2023	Permission was obtained from CAD lab in charge, Dr.Meby Selvaraj who has agreed. Lab can be used on all days, except on Wednesday and Friday (lab is already engaged in these days)
5.	09/08/2023	IV Year CIVIL students suggested to clean girls and boys toilet in 2 nd floor frequently	11/08/2023	Sanitary in charge instructed to take steps for cleaning the girls and boys toilet in 2 nd floor frequently. The lady lab assistant of Civil asked to sign in the cleaning schedule register

6.	17/08/2023	IV Year CSE students insisted to have canteen stall in Cambridge block.	21/08/2023	Steps for opening new counter is under processing and soon it will be opened in the Cambridge block
7.	17/08/2023	IV Year CSE girls students are often complaining that the washroom was not clean and the lock was not closing properly	21/08/2023	Sanitary in charge instructed to take steps for cleaning the girls student's toilet in the ground floor frequently. The lady lab assistant of CSE asked to sign in the cleaning schedule register. The lock problem attended and rectified by the electrician
8.	17/08/2023	III Year CSE students mentioned that the water cooler in the Cambridge ground floor is not cleaned properly.	21/08/2023	It was recorded in the complaint register of CSE department and cleaning of the water cooler is done properly by the sanitary in charge
9.	17/08/2023	III Year CSE girls students mentioned that the washroom was not cleaned properly and the lock was damaged	21/08/2023	Sanitary in charge instructed to take steps for cleaning the girl's student's toilet in the ground floor frequently. The lady lab assistant of CSE asked to sign in the cleaning schedule register. The lock problem attended and rectified by the electrician
10.	17-08-2023	II Year CSE girls students mentioned that the washroom was not cleaned properly	21/08/2023	Sanitary in charge instructed to take steps for cleaning the girls' student's toilet in the ground floor frequently. The lady lab assistant of CSE asked to sign in the cleaning schedule register. The lock problem attended and rectified by the electrician
11.	05-10-2023	II Year EEE Lateral entry students expressed that they struggled to make meaningful sentences in English	05-10-2023	Advised them to study their textbooks and write to improve their writing skills
12.	05-10-2023	II Year EEE students wanted the Maths faculty to teach and solve the problems step by step slowly.	05-10-2023	Informed Mr.M.Thirupathi AP/Maths to solve problems step by step for better understanding of the students.

13.	05-10-2023	IV Year EEE lab hours are cancelled due to Naan Mudhalvan courses. The students requested the Head of the Department to compensate the cancelled hours to complete the experiments	09-10-2023	The Head of the Department informed the students that the timetable will be revised in such a way to compensate the lab hours.
14.	06-10-2023	II Year MECH Students asked for the Industrial Visit	06-10-2023	A short one day Industrial Visit will be arranged in the October end
15.	06-10-2023	III Year MECH the Naan Mudhalvan course titled (Employability Skills) at our college need Internet facility for the current semester.	09-10-2023	The HOD/Mech asked the Admin server of the college to give permission to access the internet on the day of Naan Mudhalvan course. Thus rectified the Network issue
16.	07-10-2023	II Year ECE students mentioned water scarcity problem in the 1 st floor Cambridge block	09-10-2023	It was recorded in the complaint register of ECE department and water filling the roof top tank is done regularly by the electrician. The Lab technician of ECE asked to monitor the water filing.
17.	18- 10- 2023	III Year CIVIL students suggested to clean girls and boys toilet in 2 nd floor frequently	20- 10-2023	Informed to AO so that the complaint about the toilet /wash rooms are reported repeatedly and sanitary workers cleaning must be well monitored by concern floor lab assistant/ AO so that there should not be any complaint in future about the cleaning works
18.	18-10-2023	IV Year CSE students mentioned that the washroom was not cleaned properly in the ground floor of Cambridge block	20-10-2023	Informed to AO so that the complaint about the toilet /wash rooms are reported repeatedly and sanitary workers cleaning must be well monitored by concern floor lab assistant/ AO so that there should not be any complaint in future about the cleaning works

19.	15-11-2023	In the II Year EEE Class rooms and rest rooms are not clean. In rest room ,continuous water supply is not available (1 st floor of Cambridge block)	17-11-2023	Informed to AO so that the complaint about the toilet /wash rooms & class rooms are reported repeatedly and sanitary workers cleaning must be well monitored by concern floor lab assistant/ AO so that there should not be any complaint in future about the cleaning works
20.	15-11-2023	In the II Year EEE Class room, one or two desks are needed to be serviced and also window screen is needed to avoid glaring on the projector screen	30-11-2023	Informed to AO about the servicing the desks and fixing the window screen. Carpentry works initiated and new windows screen fixed in the class room
21.	25-11-2023	II Year MECH students asked for the extra lab schedule	30-11-2023	A special timetable with enough lab timings were arranged
22.	15-12-2023	II Year EEE students mentioned that Maths Faculty handwriting is not legible on the board. Voice is not clear.	18-12-2023	Informed to the concerned staff to write legibly and make the voice clear enough to reach all the students
23.	15-12-2023	II Year EEE students mentioned that, In the data structure lab, software is not installed in few systems.	18-12-2023	Informed to the Admin server and needed software is installed.
24.	07/02/2024	II Year ECE students complained that Projector in their class room is sometimes not working properly.	14/02/2024	Changed new HDMI cable. But need to change the new HDMI port in the Projector cable. Registered in the ECE complaint register and new port fixed by the electrician.
25.	07/02/2024	II Year ECE students need holiday for every 2 nd week of month	07/02/2024	As per the Anna University Academic Calendar, all Saturdays are working days, so for the current semester it is not possible.
26.	07/02/2024	III Year ECE students requested to introduce mini project in their curriculum. For tracking the completion of mini project students requested to conduct review for mini projects.	08/02/2024	Mini project introduced for the III Year ECE and Mr.T.Philip Allwyn AP/ECE will act as the Mini Project coordinator for monitoring the Mini Project activities with Action Plan
27.	20/03/2024	II Year CSE students requested to need of canteen facility in Cambridge block.	21/03/2024	Steps for opening new counter is under processing and soon it will be opened in the Cambridge block
28.	01/04/2024	II Year EEE students wanted the	02/04/2024	Informed to Mrs.A.Arundevi AP/ECE to teach

		Microprocessor and Microcontroller handling faculty to teach them slowly.		them slowly for better understanding
29.	01/04/2024	III Year EEE students requested to install the latest version of MATLAB for undergoing Naan Mudhalvan course	16/04/2024	MATLAB 2022 Version is planned to be installed by getting quotations from the distributors. The HOD/EEE will prepare the comparative statements and requisition to purchase will be forwarded to the management through the Principal.
30.	01/04/2024	III Year EEE students informed that the computers in the Power System Laboratory were slow.	16/04/2024	Informed to the system admin. Operating System is installed with upgraded version and the computers are working with the standard speed
31.	01/04/2024	III Year EEE students requested to issue books from the department library.	04/04/2024	Informed to the department library in charge. Library stock entry completed, so the students are now allowed to take books from the department library.
32.	01/04/2024	IV Year EEE students requested to install MATLAB latest version in Power System Simulation Laboratory.	16/04/2024	MATLAB 2022 Version is planned to be installed by getting quotations from the distributors. The HOD/EEE will prepare the comparative statements and requisition to purchase will be forwarded to the management through the Principal.
33.	24/04/2024	III Year Mech students requested to conduct Placement Training in Java Programming	24/04/2024	Java programming Training will be planned for the interested students in the ensuing semester.
34.	27/03/2024	II Year ECE students needed extra classes for Signals and Systems	28/08/2024	Extra classes allotted by converting lab hours into the theory hours for two weeks – for completing the internal test portions before exam.
35.	27/03/2024	III Year ECE students requested to arrange three days industrial visit	27/03/2024	Industrial visit will be arranged for the students covering ISRO Trivandrum
36.	27/03/2024	II Year ECE students requested to arrange one day industrial visit	28/03/2024	One industrial visit for Madurai Airport will be arranged in the April month
37.	16/04/2024	III Year CIVIL students requested for bus	17/04/2024	Informed to AO .The extra bus will be arranged

		facility at the time of evening coaching classes.		for the students only at 6.45PM in the two routes Sivakasi and Virudhunagar
38.	07/05/2024	II Year CSE students members requested to need of canteen facility in the Cambridge block	08/05/2024	Steps for opening new counter is under processing and soon it will be opened in the Cambridge block
39.	07/05/2024	II Year CSE students requested to open the gents rest room in the ground floor Cambridge block	08/05/2024	Informed to AO. Action will be initiated to open the gents' rest room after completing some plumbing work.
40.	07/05/2024	II Year CSE girls students requested to clean the girls rest room in the ground floor of Cambridge block regularly	08/05/2024	Informed to AO so that the complaint about the toilet /wash rooms are reported repeatedly and sanitary workers cleaning must be well monitored by concern floor lab assistant
41.	07/05/2024	II Year CSE students could not understand the subject Operating System.	08/05/2024	Informed to the concern faculty to teach the concepts step by step in the class.
42.	07/05/2024	II Year CSE students requested to arrange some additional classes for operating systems both theory and lab.	08/05/2024	Additional hours are allotted by HOD for operating system
43.	17/04/2024	II Year ECE girls' students demanded to clean the girl's toilet daily. They also needed wash base in the toilet	18/04/2024	Informed to AO so that the complaint about the toilet /wash rooms are reported repeatedly and sanitary workers cleaning must be well monitored by concern floor lab assistant
44.	15/05/2024	III Year CIVIL students requested for bus facility at the time of evening coaching classes.	16/05/2024	Informed to AO .The extra bus will be arranged for the students only at 6.45PM in the two routes Sivakasi and Virudhunagar
45.	15/05/2024	II Year CIVIL students mentioned that ,lack of water supply in the restrooms – second floor Cambridge block	16/05/2024	Informed to AO to maintain continuous water supply in the restrooms – second floor Cambridge block
46.	15/05/2024	II Year CIVIL students mentioned that, insufficient drinking water in the second floor Cambridge block	16/05/2024	Informed to AO. He mentioned that students are not closing the inlet pipe , properly so that more often due to the overflow the drinking water is wasted.
47.	07/06/2024	II Year EEE students expressed that they need	14/06/2024	A refresher session for EE3404 Microprocessor

		a refresher session for EE3404 Microprocessor and Microcontroller course		and Microcontroller course is conducted on 14/06/2024
48.	11/06/2024	III Year CSE students mentioned that some of the desks in the class are not in proper condition	14/06/2024	Informed to the Administrative Officer to repair the broken/damage sitting benches
49.	11/06/2024	III Year CSE students mentioned that 2 of the fans in the classroom are not working	17/06/2024	Recorded in the CSE complaint register and informed to the electrician for repairing the fans
50.	11/06/2024	III Year CSE students mentioned that the water cooler near tutorial room is not cleaned regularly. Wooden table under the water cooler is damaged.	17/06/2024	Informed to AO to clean the water cooler periodically and replace the wooden table under the water cooler
51.	11/06/2024	III Year CSE students mentioned that Dining place (Boys Hostel) is inadequate for the day scholars	12/06/2024	Informed to the Principal for necessary action
52.	11/06/2024	II Year CSE girls' students requested to need of dining hall for lunch.	12/06/2024	Informed to the Principal for necessary action
53.	11/06/2024	II Year CSE students requested to clean the girls and boys rest rooms in the ground floor of Cambridge block regularly	12/06/2024	Informed to AO so that the complaint about the toilet /wash rooms are reported repeatedly and sanitary workers cleaning must be well monitored by concern floor lab assistant
54.	11/06/2024	II Year CSE students requested to service the systems in the laboratory	12/06/2024	Informed to the Principal and also registered in the service register
55.	11/06/2024	II Year CSE students requested to service the classroom fan	12/06/2024	Informed to the Principal and also registered in the service register
56.	11/06/2024	II Year CSE students requested to place the mirror in the rest rooms (both boys and girls) in the ground floor ,Cambridge block	20/06/2024	Arranged by the Department
57.	11/06/2024	II Year CSE students requested to arrange water glass on the water tank (Ground floor Cambridge block near CSE faculty room)	20/06/2024	Arranged by the Department