

AL-AZHAR COLLEGE OF ENGINEERING AND TECHNOLOGY,
THODUPUZHA

Discipline & Anti-Ragging Committee Meeting

Date: 30/11/2022

Venue: Seminar hall

Recorded by: Amal Thomas

Agenda:

1. To discuss about ragging and related matters.
2. To discuss about prevention of ragging in hostel.
3. Make a separation of first year and senior students.
4. Prevent ragging in college bus.
5. Avoid ragging from outside of campus.
6. Prevent ragging in campus area during break time.
7. To prevent ragging in college/class rooms during lunch and interval times.
8. To aware students about the consequences of ragging.

Name of attendees with signature:

Principal and HODs:

Dr. Melvin Jose (Principal)

Kala OS (HOD, CS)

Harikrishnan (HOD, EC)

Jojo John (HOD, CE)

Biaz s Lal (HOD, ME)

Amal Thomas (HOD, AU)

Anti-Ragging squad committee staff members:

Dr. D F Melvin Jose (Chairman)

Amal Thomas (Convener)

Mr. Bobby Jose (Member)

Mrs. Ashamol Joseph (Member)

Mrs. Rosemary Sunny (Member)

Mr. Shameer (Member)

Students:

Shifa Ahemmed (S7, CSE)

Melbin PS (S7, ECE)

Govardhanan N (S3, CE)

Mushin swabri (1st year student (boy's hostel))

Mazhooma (1st year student (girl's hostel))

Alan abraham (1st year student)

Nandhana (1st year student)

Minutes of Anti-ragging committee meeting:

The meeting was started at 02:00 pm at seminar hall. All of the above faculties and students were present till the adjournment of the meeting. The following points were discussed and the action taken are as follows.

1. The Chairman of Anti-Ragging squad committee welcomed all the participants of the meeting.
2. Principal talked about Anti-Ragging and informed that the Anti-Ragging committee is constituted and its purposes.
3. Principal created awareness amongst students about the seriousness of ragging, what all constitutes ragging (as per section 3 of UGC guidelines and section 4 of AICTE notification). Also read out the college rules against ragging. Informed the members of committee about their duties and responsibilities. Informed all the HODs to aware the students about seriousness of Ragging through class advisors.
4. All HODs from various departments expressed their perspectives about ragging and their suggestions and opinions about Anti-Ragging committee.
5. The committee noted that no serious complaints of Ragging was reported in the institution because of strict vigilance and constant supervision.
6. Discussed various action plans and points against ragging in campus and hostel.
7. Decided to give a counselling to the student if any ragging issue is reported.
8. Convener of Anti-ragging committee delivered Vote of thanks.

Agenda	Points Discussed
1. To discuss about ragging and related matters.	Discussed about chances of ragging in hostel and campus Decided to conduct a fresher's day for first year by senior students for creating a friendly atmosphere.
2. To discuss about prevention of ragging in hostel.	Decided to avoid any incidents of ragging in hostels during night hours, it was decided that staff members would carry out a surprise visit.
3. Make a separation of first year and senior students.	It was also decided that first year students should be kept separately from senior students as far as possible in hostels.
4. Prevent ragging in college bus.	Staffs who use the facility of college bus are directed to monitor the students to prevent ragging in bus.
5. Avoid ragging from outside of campus.	Keep close watch on the non-students/strangers in the college campus.
6. Prevent ragging in campus area during break time.	To monitor the CCTV footage on a regular basis to prevent ragging in campus.
7. To prevent ragging in college/class rooms during lunch and interval times.	In every department a committee of teachers should be formed which may watch the activities of students during lunch and break hours. If any incident of ragging is noted immediately, it should be informed to principal and anti-ragging committee.
8. To aware students about the consequences of ragging.	The advisors shall further inform the students about the consequences of ragging that the admission of student may be cancelled or the student may be suspended from attending classes if found involved in sort of ragging in college campus and ensure that no incident of ragging takes place in their departments.

Other items beyond agenda with the permission of chair: -

Action Taken:

- Staff members from each department visit the hostel periodically and collect the information's about students from warden
- Separate the senior & first year students to different blocks
- Staffs continuously monitors the students who traveled in college buses
- Collect the details of students staying in outside of campus and aware them about the consequences of ragging and instruct them to inform the Principal if anything happened related ragging.
- Monitor the CCTV footage regularly for prevent ragging in campus area and also watch the strangers who entering the campus & near areas
- The staffs from each department are continuously monitors the activities of students during lunch break and anti-ragging committee members visit 1st year class rooms periodically
- The advisors of each class informed and aware the students about the consequences of ragging


Faculty in charge




Chairman

PRINCIPAL,
Al-Azhar College of Engineering & Technology