



# J.K.K.MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedu, **B.Komarapalayam** – 638 183, Namakkal Dist. Tamilnadu. India  
Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.  
Website : [www.jkkmmrfpharmacy.edu.in](http://www.jkkmmrfpharmacy.edu.in) |E-Mail : [principal@jkkmmrfpharmacy.edu.in](mailto:principal@jkkmmrfpharmacy.edu.in)  
Contact No. : +919789456750, +919943069944, +919943066944

## CIRCULAR

A meeting is scheduled on 31.08.2021 in the principal's chamber at 10.00AM. All the members of the Grievance Redressal Cell Committee are informed to attend the meeting without fail.

Copy to

- All HODs
- Main Notice Board
- Grievance And Redressal Cell Committee
- IQAC



**PRINCIPAL**

**Dr. N. SENTHILKUMAR,  
PRINCIPAL,**

**JKK MUNIRAJAH MEDICAL RESEARCH FOUNDATION  
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY,  
ETHIRMEDU, KOMARAPALAYAM - 638 183,  
NAMAKKAL DISTRICT, TAMILNADU.**



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## INTERNAL COMPLAINT COMMITTEE

The Anti-Sexual Harassment Committee meeting was conducted on 31.08.2021 at 3.00PM to discuss the issues. The following members were present.

|                        |                          |                         |
|------------------------|--------------------------|-------------------------|
| Chairperson            | Dr.Senthilkumar.N        | Principal               |
| Internal member        | Dr.Chandra.S             | Professor,HOD/CETICS    |
| Internal member        | Dr.Suresh.V              | Professor,HOD/COLOGY    |
| Internal member        | Dr.Venkatachalam.T       | Professor,HOD/CHEMISTRY |
| Internal member        | Mr.Vijay<br>Amirtharaj.R | Professor,HOD/ANALYSIS  |
| Internal member        | Dr.Thilagam.E            | Professor,HOD/COGNOSY   |
| Internal member        | Dr.Krishnarajan.D        | Professor,HOD/PRACTICE  |
| Student Representative | Sneha.A                  | III B.Pharm             |
| Student Representative | Reshma P Varghese        | III Pharm.D             |

As there is no complaint were reported by students, the committee concluded that there were no issues related to academic and non-academic.



PRINCIPAL

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DATE: 31.08.2021

## MINUTES OF THE MEETING

The following were the proceedings of the meeting:

Regarding the discussion about the functioning of this committee, it was decided that:

- The problem faced by the students and faculties will be conveyed to the management through proper communication.
- The secrecy of the problems will be maintained.
- The remedial measures taken will not harm the carrier of the students.
- Each faculty/discipline should be given the chance to present their problems.

With the discussions the meeting came to end.

The following members were present in the meeting.

|                           |                          |                         |  |
|---------------------------|--------------------------|-------------------------|--|
| Chairperson               | Dr.Senthilkumar.N        | Principal               |  |
| Internal member           | Dr.Chandra.S             | Professor,HOD/CETICS    |  |
| Internal member           | Dr.Suresh.V              | Professor,HOD/COLOGY    |  |
| Internal member           | Dr.Venkatachalam.T       | Professor,HOD/CHEMISTRY |  |
| Internal member           | Mr.Vijay<br>Amirtharaj.R | Professor,HOD/ANALYSIS  |  |
| Internal member           | Dr.Thilagam.E            | Professor,HOD/COGNOSY   |  |
| Internal member           | Dr.Krishnarajan.D        | Professor,HOD/PRACTICE  |  |
| Student<br>Representative | Sneha.A                  | III B.Pharam            |  |
| Student<br>Representative | Reshma P Varghese        | III Pharm.D             |  |

Copy to

- Grievance And Redressal Cell Committee
- IQAC



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## INTERNAL COMPLAINT COMMITTEE

**Date: 27.08.2021**

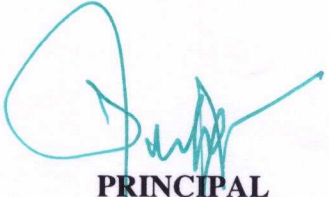
The following members were nominated as member of Internal Complaint Committee (Anti-Sexual Harassment) for the academic year 2021-2022.

| Position               | Name                     | Designation             |
|------------------------|--------------------------|-------------------------|
| Chairperson            | Dr.Senthilkumar.N        | Principal               |
| Internal member        | Dr.Chandra.S             | Professor,HOD/CETICS    |
| Internal member        | Dr.Suresh.V              | Professor,HOD/COLOGY    |
| Internal member        | Dr.Venkatachalam.T       | Professor,HOD/CHEMISTRY |
| Internal member        | Mr.Vijay<br>Amirtharaj.R | Professor,HOD/ANALYSIS  |
| Internal member        | Dr.Thilagam.E            | Professor,HOD/COGNOSY   |
| Internal member        | Dr.Krishnarajan.D        | Professor,HOD/PRACTICE  |
| Student Representative | Sneha.A                  | III B.Pharam            |
| Student Representative | Reshma P Varghese        | III Pharm.D             |

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**Dr. N. SENTHILKUMAR, Ph.D.,**  
**Principal**

**05.10.2023**

## CIRCULAR

The Anti-Sexual Harassment Committee of our institution, a meeting is scheduled on 12.09.2023 in the principal's chamber at 2.00PM. Hence, we request all the Department HOD's, Facility staffs and Members of the Internal Grievance Committee are informed to attend the meeting without fail.

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PRINCIPAL

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**PRINCIPAL**

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**Dr. N. SENTHILKUMAR, Ph.D.,  
Principal**

Date on: 09.10.2023

The following members were nominated as member of Internal Grievance Committee (Anti- Sexual Harassment) for the academic year 2023-2024.

| Position               | Name                    | Designation                    |
|------------------------|-------------------------|--------------------------------|
| Chairperson            | Dr. Senthilkumar. N     | Principal                      |
| Internal member        | Dr. E. Thilagam         | Professor<br>HOD/P. COGNOSY    |
| Internal member        | Dr. Suresh. V           | Professor,<br>HOD/P. COLOGY    |
| Internal member        | Dr. Venkatachalam. T    | Professor,<br>HOD/P. CHEMISTRY |
| Internal member        | Mr. Vijay Amirtharaj. R | Professor                      |
| Internal member        | Dr. P. Kalaiselvi       | Professor,<br>HOD/ P. ANALYSIS |
| Internal member        | Mr. A. Srinivasan       | Professor,HOD/PRACTICE         |
| Student Representative | Ms. Hemavarshiny        | IV B.Pharam                    |
| Student Representative | Ms. Surya. M            | IV Pharm.D                     |

**PRINCIPAL**

**Dr. N.SENTHILKUMAR,  
PRINCIPAL**

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Dr. N. SENTHILKUMAR, Ph.D.,  
Principal

## MINUTES OF THE MEETING

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| Internal member        | Dr. P. Kalaiselvi       | Professor,<br>HOD/ P. ANALYSIS |  |
| Internal member        | Mr. A. Srinivasan       | Professor,<br>HOD/PRACTICE     |  |
| Student Representative | Ms. Hemavarshiny        | IV B. Pharm                    |  |
| Student Representative | Ms. Surya. M            | IV Pharm D                     |  |

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Dr. N. SENTHILKUMAR, Ph.D.,  
Principal

## INTERNAL GRIEVANCE COMMITTEE

The Anti-Sexual Harassment Committee meeting was conducted on 09.10.2023 at 11.00 AM to discuss the issues. The following members were present.

|                        |                            |                                |  |
|------------------------|----------------------------|--------------------------------|--|
| Chairperson            | Dr.Senthilkumar. N         | Principal                      |  |
| Internal member        | Dr. E. Thilagam            | Professor<br>HOD/P. COGNOSY    |  |
| Internal member        | Dr. Suresh. V              | Professor,<br>HOD/P. COLOGY    |  |
| Internal member        | Dr. Venkatachalam. T       | Professor,<br>HOD/P. CHEMISTRY |  |
| Internal member        | Mr. Vijay<br>Amirtharaj. R | Professor                      |  |
| Internal member        | Dr. P. Kalaiselvi          | Professor,<br>HOD/ P. ANALYSIS |  |
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| Student Representative | Ms. Hemavarshiny           | IV B.Pharam                    |  |
| Student Representative | Ms. Surya. M               | IV Pharm.D                     |  |

As there is no complaint were reported by students, the committee concluded that there were no issues related to academic and non-academic.



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## Report

**Dr. N. SENTHILKUMAR, Ph.D.,  
Principal**

An Internal Grievance Committee (IGC) on 09/10/2023 meeting at Annai JKK Sampoorani Ammal College of Pharmacy, Komarapalayam, would typically involve addressing concerns related to faculty, staff, or students to ensure a harmonious and conducive environment for academic and professional growth. Here's a general outline of topics and discussions that might occur during such a meeting:

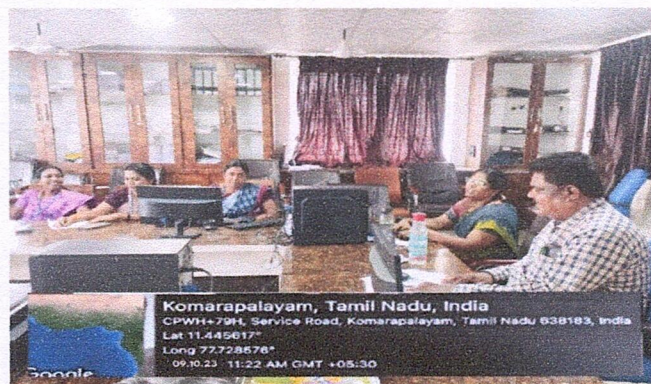
### **The following aspects are discussed point during meeting:**

**Student Concerns:** Issues related to academic schedules, exam grievances, hostel facilities and sexual harassment.

**Faculty Grievances:** Workload distribution, administrative support, or conflicts within the team.

**Staff Issues:** Workplace conditions, communication gaps, or policy-related concerns.

**Implementation of Resolution Mechanisms:** Plans for timely redressal and follow-up on raised grievances.



**Dr. N.SENTHILKUMAR,  
PRINCIPAL**

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