Vel Tech High Tech Dr.Rangarajan Dr.Sakunthala Engineering College

(An Autonomous Institution, Affiliated to Anna University)

MEETING CONSOLIDATIONS AND ACTION TAKEN

ACADEMIC YEAR 2024-2025

Semester	Date	Major Agenda Discussed	Important Decisions Taken	Action Taken / Status	Remarks
I	25.07.2024	Awareness initiatives, complaint boxes, helpline, peer mentoring	Decided to establish helpline, complaint boxes and mentoring programmes	Reporting mechanisms strengthened	Focus on both hostellers and day scholars
II	14.08.2024	Induction programmes, surveillance mechanisms, counselling support	Strengthened CCTV monitoring and counselling services	Complaint boxes monitored	Positive and disciplined campus atmosphere maintained
III	06.01.2025	Review of campus discipline and student participation	Involved NSS, NCC and clubs in awareness activities	Student engagement activities and campaigns conducted	No major incidents reported
IV	21.03.2025	Monitoring mechanisms, Anti-Ragging Squad patrols, alumni involvement	Proposed formal peer mentoring programme and alumni interaction	Increased patrolling and regular inspection of complaint boxes carried out	Supportive campus culture maintained

Overall Summary

- Total Meetings Conducted : 4
- Major Outcomes Achieved: Introduction of helpline and complaint boxes, enhanced surveillance systems, strengthened counselling and peer mentoring initiatives, greater student participation.
- Pending Actions (if any): -
- **Suggestions / Recommendations:** Increase student engagement activities, continue mentoring programmes, and strengthen hostel monitoring and surveillance systems.

Coordinator Signature **Principal Signature**