



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222

Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

CIRCULAR

Ref.No: SSEC/WGRC/2025-26/01

Date: 12.07.2025

In accordance with the College policy and UGC guidelines, the Women Grievances and Redressal Committee (WGRC) are hereby constituted for a period of two years. The Committee will address general grievances of women students and staff that do not fall under ICC or POCSO jurisdiction.

Sl. No	Name	Designation / Department	Role
1	Dr.P.Tamilselvi	Senior Woman Faculty	Chairperson
2	Mrs.R.Pavithra	Woman Faculty	Member
3	Mrs.M.Savitha	Woman Faculty	Member
4	Mrs.K.Habitha Banu	Woman Non-Teaching Staff	Member
5	Ms.V.Aarthy	Student Representative	Member

This circular is effective immediately.



Principal

PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

MEETING CIRCULAR

Ref.No: SSEC/WGRC/2025-26/02

Date: 07.11.2025

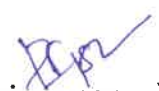
All members of the **Women Grievances and Redressal Committee (WGRC)** are requested to attend a meeting as per the details below:

- **Date:** 10.11.2025
- **Time:** 11.00.a.m.
- **Venue:** Board Room

Agenda:

1. Confirmation of previous MoM.
2. Review of grievances received.
3. Discussion and recommendations for resolution.
4. Any other matter with the permission of the Chair.




Chairperson – WGRC



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222

Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

Minutes Of Meeting - Women Grievances And Redressal Committee

- Meeting No.: 01
- Date: 10.11.2025
- Time: 11.00.a.m.
- Venue: Board Room

Agenda-wise Discussion:

Agenda Item 1: Confirmation of Previous Minutes

Resolution:

The minutes of the previous WGRC meeting were reviewed and confirmed by the members without any modifications.

Agenda Item 2: Review of Grievances Received

Brief Description	Action Recommended	Status
No formal grievances were received during the review period.	Continue awareness and monitoring mechanisms.	Noted
Suggestion received regarding improved CCTV coverage in common areas.	Recommended to forward the request to the administration for consideration.	Under Process
Request for organizing gender-sensitization awareness program.	Approved to conduct an awareness session for students and staff.	Scheduled

Agenda Item 3: Any Other Matter

The Committee discussed strengthening confidentiality procedures and ensuring a safe and supportive environment for women on campus. It was resolved to conduct periodic awareness programs on prevention of harassment and grievance reporting mechanisms.

Conclusion

There being no other matter to discuss, the meeting concluded with a vote of thanks to the Chair.


Chairperson


Principal
PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

Members Present:

Sl. No	Name	Designation / Department	Role	Signature
1	Dr.P.Tamilselvi	Senior Woman Faculty	Chairperson	
2	Mrs.R.Pavithra	Woman Faculty	Member	
3	Mrs.M.Savitha	Woman Faculty	Member	
4	Mrs.K.Habitha Banu	Woman Non-Teaching Staff	Member	
5	Ms.V.Aarthy	Student Representative	Member	

Chairperson

Principal
PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI, | MOB : +91 92445 04444, 92445 02222
COIMBATORE - 641 104 | Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

Action Taken Report Women Grievances And Redressal Committee

- Meeting No.: 01
- Date: 10.11.2025
- Time: 11.00.a.m.
- Venue: Board Room

Agenda Item	Brief Description	Action Recommended	Action Taken	Status
Agenda Item 1	Confirmation of previous meeting minutes	Circulate confirmed minutes and implement pending actions	Minutes circulated to all members and follow-up actions initiated	Completed
Agenda Item 2	Review of grievances and suggestions received	Address grievances confidentially and forward infrastructure-related suggestions to administration	No major grievances received; suggestion regarding CCTV forwarded to administration; awareness session conducted	Ongoing
Agenda Item 3	Strengthening awareness and preventive measures	Organize gender-sensitization programs and reinforce reporting mechanism	Awareness program conducted; grievance reporting procedure re-circulated to students and staff	Completed


Chairperson – WGRC


Principal
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

MEETING CIRCULAR

Ref.No: SSEC/WGRC/2025-26/03

Date: 01.02.2026

All members of the **Women Grievances and Redressal Committee (WGRC)** are requested to attend a meeting as per the details below:

- **Date:** 03.02.2026
- **Time:** 11.00.a.m.
- **Venue:** Board Room

Agenda:

1. Confirmation of previous MoM.
2. Review of grievances received.
3. Discussion and recommendations for resolution.
4. Any other matter with the permission of the Chair.




Chairperson – WGRC



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

Minutes Of Meeting - Women Grievances And Redressal Committee

- Meeting No.: 02
- Date: 03.02.2026
- Time: 11.00.a.m.
- Venue: Board Room

Agenda-wise Discussion:

Agenda Item 1: Review of WGRC Activities

Resolution:

The Committee reviewed the activities conducted during the previous semester and resolved to strengthen preventive and awareness initiatives across departments.

Agenda Item 2: Review of Complaints Received

Brief Description	Action Recommended	Status
Minor concern raised regarding inappropriate behavior in common area	Conduct counseling and issue advisory	Resolved
Suggestion for installing additional lighting near hostel pathway	Forward request to administration	Under Process

Agenda Item 3: Awareness and Preventive Measures

Resolution:

The Committee resolved to conduct a gender-sensitization workshop and re-circulate the grievance redressal procedure to ensure accessibility and confidentiality.

Conclusion

There being no other matter to discuss, the meeting concluded with a vote of thanks to the Chair


Chairperson


Principal
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104.



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

Members Present:

Sl. No	Name	Designation / Department	Role	Signature
1	Dr.P.Tamilselvi	Senior Woman Faculty	Chairperson	
2	Mrs.R.Pavithra	Woman Faculty	Member	
3	Mrs.M.Savitha	Woman Faculty	Member	
4	Mrs.K.Habitha Banu	Woman Non-Teaching Staff	Member	
5	Ms.V.Aarthy	Student Representative	Member	

Chairperson

Principal
PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104



SREE SAKTHI ENGINEERING COLLEGE (AUTONOMOUS)

OOTY MAIN ROAD, KARAMADAI,
COIMBATORE - 641 104

MOB : +91 92445 04444, 92445 02222
Web : www.sreesakthi.edu.in

Affiliated to Anna University & Approved by AICTE, Accredited by NAAC

Action Taken Report Women Grievances And Redressal Committee

- Meeting No.: 02
- Date: 03.02.2026
- Time: 11.00.a.m.
- Venue: Board Room

Agenda Item	Brief Description	Action Recommended	Action Taken	Status
Agenda Item 1	Review of WGRC activities	Strengthen awareness initiatives	Activity calendar updated and shared with departments	Completed
Agenda Item 2	Minor behavioral concern & infrastructure suggestion	Counseling and administrative follow-up	Counseling conducted; lighting request forwarded to maintenance section	Resolved / Under Process
Agenda Item 3	Gender-sensitization and grievance awareness	Conduct workshop and circulate procedure	Workshop conducted; grievance procedure circulated via email and notice boards	Completed


Chairperson – WGRC


Principal

PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE - 641104