



Anti-Ragging Committee

Objective:

The Institution has constituted anti-ragging committee to prevent ragging inside institute premises and also to create awareness among the students.

Functions and Responsibilities:

- To conduct awareness programs on anti-ragging to the students.
- To provide posters and boards in the college premises about ragging and punishment.
- Vigilance is provided at different places like canteen, hostels, bus stops, corridors etc.,
- The Committee enquire into the complaint of ragging received from the students of the college.
- The committee recommend suitable action as per the guidelines of AICTE/UGC.
- To associate with Grievances & Redressal committee and help in anti-ragging activities.
- To conduct awareness programs on Anti - Ragging in the form of meetings and PPTs to the senior students, faculty & non-college personnel.
- To conduct meeting whenever required and discuss relevant issues, intimating the Director.
- Complaints can be sent to antiragging@audisankara.ac.in

Anti-Ragging Committee

S.No	Name	Designation	Department	Position
1	Dr. Y. Harnath	Professor	FME	Convener
2	Mr. P. Suresh	Head Constable	Police	Member
3	Mr. Ravi	Sakshi Reporter	Local Media	Member
4	Dr. G. Chenchu Krishnaiah	Professor	ECE	Member
5	Dr. Ch. Madhuramma	Professor	CIVIL	Member

6	Dr. G. Sujatha	Professor	FME	Member
7	Prof. V. Sreenatha Sarma	Dean ICT	CSE	Member
8	Mr. K. Abraham	Associate Professor	Mech	Member
9	Mr. V. Kiran Kumar	Assistant Professor	ECE	Member
10	Mr. K. Rakesh	Assistant Professor	EEE	Member
11	Mr. S. Raghuram	Librarian	Library	Member
12	Mr. G. Ravichandra	Physical Director	Physical Education	Member
13	Mr. R. Bala Polaiah	Parent	-	Member
14	Mr. Y. Ramanjaneya	Parent	-	-Member
15	Mr. V. Pavan Reddy	Senior Student	CIVIL	Member
16	Mr. R. Pavan	Senior Student	EEE	Member
17	Mr. K. Purandhar	Senior Student	ECE	Member
18	Mr. A. Manohar	Fresher Student	CSE	Member
19	Mr. D. Harsha Vardhan	Fresher Student	ECE	Member
20	Mr. K. Sanjeev Gandhi	Fresher Student	CSE(DS)	Member

Su. Narayan
Principal

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Grievance Redressal Committee (GRC)

The Grievance Redressal committee is constituted to attend and resolve the grievances raised by students and staff.

S.No	Name		Designation	Category
1	Prof. J. Suresh		Dean Students Affairs	Convener
2	Prof. G. Pranay Kumar		Associate Professor	Member
3	Dr. P. M. J. Stalin		Professor	Member
4	Dr. S.V. Padmavathi Devi		Professor	Member
5	Mr. G. Rajesh		Associate Professor	Member
6	Dr. G. Sujatha		Professor	Member
7	Mrs. J. Srivani		Assistant Professor	Member
8	Mrs. P. Jyothi		Associate Professor	Member
9	Mr. Swaroop Kumar		Bus-Incharge	Member
10	Mr.Ch.Lakshman		Student	Member
11	Mr. M.Sasi Kumar		Student	Member

Functions of GRC:-

- Conducting a thorough inquiry on the complaints received from the aggrieved students/staff.
- Submitting the inquiry report to the Principal, with its recommendations on suitable penalty/punishment to be imposed.
- The Principal, on receipt of the above report, gives an opportunity to the student(s) against whom the complaint was lodged to explain his/her case.
- The Principal will convene the College Academic Council meeting in this regard to decide on the measures to be taken. In special cases, the opinion of the College Management will also be taken before imposing the punishments/penalties.



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Grievance Reporting:-

- **Open door policy:** Grievances can be through direct approach or through phone to the committee.
- **Grievance and Redressal committee boxes:** Drop the grievances in the Grievance and Redressal Committee boxes in the departments.
- **Email:** Grievances can be sent to the email id grievances@audisankara.ac.in of the Grievance and Redressal committee.
- **Portal:** Grievances can also be submitted online through the portal <https://www.audisankara.ac.in/grievan.html>

Grievance Redressal:-

- A student/staff shall first present his/her complaint verbally/in writing to the concerned Head of the Department. The Head of the Department is required to solve /address the issue within 2 days.
- If the student/staff is not satisfied or his/her complaint was not addressed within 2 days, he/she can approach the GRC
- If the student/staff is not satisfied or his /her complaint was not addressed within 7 days by GRC, He /She can approach the Ombudsman.


Principal

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Internal Complaint Committee

As per AICTE Regulations, 2016 (Internal Complaint Committee) for gender sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and students and Redressal of Grievances in Institution, the Internal Complaint Committee has been constituted with the following composition for the academic year 2023-24

S.No	Name	Profession	Designation / Department	Affiliation
1	Dr. N. Panchalaiah	Teaching	Professor, CSE	Convener
2	Dr. G. Chenchu Krishnaiah	Teaching	Professor, ECE	Member
3	Mr. G. HariKrishna	Teaching	Assistant Professor, FME	Member
4	Mr. G. Rathnaiah	Teaching	Assistant Professor, EEE	Member
5	Ms. P. Sruthi	Teaching	Assistant Professor, CIVIL	Member
6	Mr. A. Guru Pradeep	Teaching	Assistant Professor, Mech	Member
7	Mrs. E. Lakshmi Devi	Non-Teaching	Lab Technician, ECE	Member
8	Mr. Ch. Tirumala Rao	Non-Teaching	Lab Technician, MECH	Member
9	Mr. M. Dileep	Student	CSE (AI)	Member
10	Mr. M. Kalyan Reddy	Student	EEE	Member
11	Ms. Mannam Pavani	Student	CSE	Member



Functions and Responsibilities:

To effectively address workplace sexual harassment complaints, a complaints Mandatory Committee must first be aware of their key responsibilities. Some of which are highlighted below.

1. Be thoroughly prepared.
2. Know the Act, Policy and/or relevant Service Rules.
3. Gather and record all relevant information documents.
4. Determine the main issues.
5. Create an enabling meeting environment.
6. Use body language that communicates complete attention to the parties.
7. Treat the complaint with respect.
8. Discard pre-determined ideas.
9. Determine the harm.

Functions the Internal Committee:

Redressal of Complaints filed

1. Within the scope of the laws.
2. with fairness and without bias.
3. Within the time of 90 days.

Awareness workshops/activities

To educate all employees of the institute about:

1. Sexual harassment at workplace, its effects, and laws against it.
2. Filing a complaint with the ICC.

S.V. Varayane
Principal

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IQAC

Internal Quality Assurance Cell

To ensure sustained quality and continuous improvement in all academic processes and outcomes, the Internal Quality Assurance Cell (IQAC) at the college level will regularly oversee academic activities according to established academic regulations and Standard Operating Procedures (SOPs) for each process. To achieve quality enhancement and maintenance goals, the IQAC, with external members nominated from reputed universities, will conduct annual academic audits, while internal academic audits will take place each semester.

Objectives

- To achieve the institute's vision through the dedicated and collaborative efforts of the team, striving in every possible dimension to establish benchmark standards.
- To create a system that fosters intentional, consistent, and catalytic improvement in the institution's overall performance.

Key functions of the IQAC include:

1. Identifying Key Performance Indicators (KPIs) for various academic and administrative activities within the institution.
2. Fostering a learner-centric environment and building faculty capacity to support technology-integrated teaching and learning processes.
3. Collecting feedback from stakeholders (students, faculty, parents, industry, and employers) to drive continuous improvements.
4. Communicating KPIs and performance status to all stakeholders.
5. Organizing inter- and intra-institutional workshops, seminars on quality-focused themes, and promoting quality circles.
6. Documenting programs and activities that contribute to quality enhancement. Preparing the Annual Quality Assurance Report (AQAR) in line with the guidelines and quality metrics of accrediting agencies.
7. Preparation and submission of the Annual Quality Assurance Report (AQAR) in accordance with NAAC guidelines and parameters for submission to NAAC.
8. Compilation and submission of the Self-Study Report at the institutional level to renew NAAC accreditation.

9. Development and submission of Self-Assessment Reports for all eligible programs to secure NBA accreditation renewal
10. Serving as the institution's nodal agency to coordinate quality-related activities, including the adoption and dissemination of best practices.
11. Developing and maintaining an institutional database via the MIS to monitor and enhance quality indicators.

Composition of the IQAC

S.No	Name	Designation	IQAC Position
1.	Dr.G.V.Narayana	Principal	Chairperson, IQAC
2	Ms V. Anusha	Vice Chair Person	Management member, IQAC
3.	Dr. M Rajaiah	Dean Academics	Member, IQAC
4.	Dr. P. Michael joseph stalin	Dean Research & Quality Assurance	Member, IQAC
5.	Dr T.VenuMadhav	Dean Industry Institute Interface	Member, IQAC
6.	Dr. V.S.Sarma	Dean ICT	Member, IQAC
7.	Dr. G. Kalyani	Controller of Examinations	Member, IQAC
8.	Dr. D.V.VaraPrasad	Head, CSE	Member, IQAC
9.	Dr. S.V. Padmavathi Devi	Head, CSE (AI)	Member, IQAC
10.	Dr U.Thirupalu	Head, AIML	Member, IQAC
11.	Dr Surendra Reddy	Head, CSE AIDS	Member, IQAC
12.	Dr. K. Dhanumjay	Head, ECE	Member, IQAC
13.	Dr A. Immanuel	Head, EEE	Member, IQAC
14.	Mr. K.Abraham	Head, Mech	Member, IQAC
15.	Dr.K.Vijaya Nirmala	Head, MBA	Member, IQAC
16	Dr Y Harnath	Head, Freshman Engg	Member, IQAC
17.	Ms Archana	Head-CDC	Member, IQAC
18.	J. Anarendhra	Assoc Prof	Coordinator, IQAC
19	Dr. P.Janaradhan Sai Kumar	Assoc Prof	Co-Coordinator- IQAC
20	Mr Eshwar Sundharam	Admin Academics	Member-Admin, IQAC
21	Mr. N.Venkat Reddy	Ceo, Techybot	Industry Member, IQAC

22	Mr.G. Pranay Kumar	Asst Professor, ASCET	Member Alumni, IQAC
23	Mr D Vishnu Vardhan	Student member-1,CSE	Student Member, IQAC
24	Mr. V.Yushawak Choudhari	Student member-2, EEE	Student Member, IQAC
25	Mr D Ashok Reddy	Student member-3, ECE	Student Member, IQAC

Su. V. Vardhan
Principal

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ASCET/Anti Ragging/2024/001

Date: 20/01/2024

Circular

All the Anti Ragging Committee members are hereby informed to attend the meeting on 22-01-2024 at 3:00 PM in board room to discuss and take appropriate measures to avoid Ragging in the campus in view of smooth conduct of class work.

AGENDA:

1. Creating awareness among the seniors about the consequences of ragging.
2. Formation of Vigilance Teams.
3. Identification of Probable places to curb ragging.
4. Preparation and display of Anti ragging posters and Boards in the campus.

Copy to: All the Committee members.
File


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MINUTES OF MEETING

All the members of Anti Ragging committee are attended for meeting in the board room on **22/01/2024** at **3:00PM**. The Principal explained about the important measures to be taken and implementation to avoid raging in and around the campus. During the deliberations the team members suggested and resolved the following.

1. Respective Heads of the departments are informed to address the senior students in their classes through the class teachers about the nature of ragging and corresponding punishment as per the guidelines of **AICTE/UGC**.
2. Administrative Officer and Physical Director should take necessary steps to display Anti-Ragging posters and boards at prominent locations including Hostels.
3. Dean student affairs and Head of Freshman Engineering should form vigilance teams to observe and monitor the students at Canteen, Main Gate, Play Grounds etc.
4. Mr.P.Suresh, Head Constable suggested to arrange awareness program to the seniors in the beginning of the academic year through Police/Judiciary officials about Ragging and punishment. Administrative officer is instructed to approach the concern people to arrange the same.
5. Wardens should observe and go for rounds in the floors, Where First year students are residing.
6. Security in-charge should be instructed to closely observe the students at Main gate and Bus stops in the morning and evening times.

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Anti Ragging Committee Members present:

S. No	Name	Designation	Signature
1	Dr.Y. Harnath	Prof. & HOD-FME	
2	Mr.P.Suresh	Head Constable	
3	Mr.Ravi	Sakshi Reporter	
4	Dr.G.Chenchu Krishnaiah	Prof., ECE	
5	Dr.Ch.Madhuramma	Prof., CE	
6	Dr.G.Sujatha	Prof., FME	
7	Mr.K.Abraham	Assoc. Prof., ME	
8	Mr.V.Sreenatha Sarma	Asst. prof., CSE	
9	Mrs.C.Suneetha	Asst. prof., ECE	
10	Mr.K.Rakesh	Asst. prof., EEE	
11	Mr.S.Raghuram	Non-Teaching staff	
12	Mr.G.Ravichandra	Non-Teaching staff	
13	Mr. R.Bala polaiah	Parent	
14	Mr.Y.Ramanjaneya	Parent	
15	Mr.V.Pavan Reddy	Senior Student	
16	Mr.R.Pavan	Senior Student	
17	Mr. K.Purandhar	Senior Student	
18	Mr.A.Manohar	Fresher Student	
19	Mr.D.Harsha Vardhan	Fresher Student	
20	Mr.K.Sanjeev Gandhi	Fresher Student	

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Internal Complaint Committee

SANK/ICC/2023-24/2

27.02.2024

Circular

The Internal Complaint Committee Meeting is scheduled to be held on 28.02.2024 in board room at 02:00 PM. All Members and student representatives are asked to attend the meeting and give their suggestions for the effective functioning of the committee which aims at mainstreaming of women in all-round development and thus achieve a holistic and life-cycle approach to women's betterment.

Agenda Points

1. Briefing on Internal Complaint Committee objectives, responsibilities and checklist
2. Review of Reported Complaints if any
3. Any other related issues

Convener

Copy to:

1. All the members of the committee.
2. All HoDs.
3. Office File

Principal

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Internal Complaint Committee

Minutes of the Meeting

Venue: Board Room- Main Block

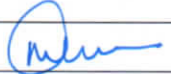






Date & Time: 28.02.2024

The Internal Complaint Committee convener along with its members assembled in in board room at 02:00 PM on 28.02.2024 to discuss about any issues (both personal and studies related). The following members are present during the meeting.

The convener welcomed the gathering for the meeting and initiated discussion on the following agenda points:

- Smooth functioning of the college with respect to safety issues of womens stake holders was found satisfactory as informed since there is no complaints of sexual harassment were reported or recorded.
- The roles and responsibilities of the faculty members were discussed.
- Students are motivated to report about any issues of gender disparity.
- Students are advised to use the social networks safely.
- The members decided to organize awareness programs/video Sessions for women employees and girl students in the month of April 2024.
- Member Secretary thanked the all the members for their active participation and suggestions.

Members Present: List Attached





S.No	Name of the Member	Designation/De partment	position	Signature
1.	Dr.N.Penchalaiah	Professor-CSE	Chairperson	
2.	Dr.G.Chenchu Krishnaiah	Professor-ECE	Member	
3.	Mr.G.Hari Krishna	Asst.Professor-FME	Member	
4.	Mr.G.Rathnaiah	Asst.Professor-EEE	Member	
5.	Mrs.P.Sruthi	Asst.Professor-CIVIL	Member	
6.	Mr.A.Guru Pradeep	Asso. Professor-MECH	Member	
7.	Mrs.E.Lakshmi Devi	Non-Teaching-ECE	Member	



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8.	Mr.Ch.Tirumala Rao	Non-Teaching-MECH	Member	
9.	Mr.M.Dileep	Student-CSE(AI)	Member	
10.	Mr.M.Kalyan Reddy	Student-EEE	Member	
11.	Ms.Mannam Pavani	Student-CSE	Member	


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Internal Complaint Committee

SANK/IC/2023-24/1

06.09.2023

Circular

The internal Complaint Committee Meeting is scheduled to be held on 07.09.2023 in board room at 02:00 PM. All Members and student representatives are asked to attend the meeting and give their suggestions for the effective functioning of the committee which aims at mainstreaming of women in all-round development and thus achieve a holistic and life-cycle approach to women's betterment.

Agenda Points

- Announcement of Internal Committee constitution
- Briefing on internal Committee objectives
- Review of Reported Complaints if any
- Discussion on Roles and Responsibilities
- Any other related issues

Convener

Copy to:

1. All the members of the committee.
2. All HoDs.
3. Office File

Principal

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Internal Complaint Committee

Minutes of the Meeting

Venue: Board Room- Main Block

Date & Time: 07.09.2023

The Internal Complaint Committee convener along with its members assembled in in board room at 02:00 PM on 07.09.2023 to discuss about any issues (both personal and studies related). The following members are present during the meeting.

The convener welcomed the gathering for the meeting and initiated discussion on the following agenda points:

- Convener briefed on college internal complaints committee
- Circular displayed in all notice boards in every department with the necessary phone contact numbers.
- The committee has not recorded any issues pertaining to harassment in the campus.
- The faculty member thanked each of the members for attending the meeting.

S.No.	Name of the Member	Designation/Department	position	Signature
1.	Dr.N.Penchalaiah	Professor-CSE	Chairperson	
2.	Dr.G.Chenchu Krishnaiah	Professor-ECE	Member	
3.	Mr.G.Hari Krishna	Asst.Professor-FME	Member	
4.	Mr.G.Rathnaiah	Asst.Professor-EEE	Member	
5.	Mrs.P.Sruthi	Asst.Professor-CIVIL	Member	
6.	Mr.A.Guru Pradeep	Asso. Professor-MECH	Member	
7.	Mrs.E.Lakshmi Devi	Non-Teaching-ECE	Member	
8.	Mr.Ch.Tirumala Rao	Non-Teaching-MECH	Member	
9.	Mr.M.Dileep	Student-CSE(AI)	Member	
10.	Mr.M.Kalyan Reddy	Student-EEE	Member	
11.	Ms.Mannam Pavani	Student-CSE	Member	



Action Taken Report

- Internal committee is constituted with the following members for the academic year 2023- 2024.

S.No.	Name of the Member	Designation/Department	position
1.	Dr.N.Penchalaiah	Professor-CSE	Chairperson
2.	Dr.G.Chenchu Krishnaiah	Professor-ECE	Member
3.	Mr.G.Hari Krishna	Asst.Professor-FME	Member
4.	Mr.G.Rathnaiah	Asst.Professor-EEE	Member
5.	Mrs.P.Sruthi	Asst.Professor-CIVIL	Member
6.	Mr.A.Guru Pradeep	Asso. Professor-MECH	Member
7.	Mrs.E.Lakshmi Devi	Non-Teaching-ECE	Member
8.	Mr.Ch.Tirumala Rao	Non-Teaching-MECH	Member
9.	Mr.M.Dileep	Student-CSE(AI)	Member
10.	Mr.M.Kalyan Reddy	Student-EEE	Member
11.	Ms.Mannam Pavani	Student-CSE	Member

Convener briefed on college internal complaints committee

- Objectives**

1. To create awareness amongst female students and faculty about the problems faced by women of all levels due to gender issues.
2. To create an environment of gender justice where men and women work together with a sense of personal security and dignity.
3. To disseminate knowledge about rights and laws related to women.
4. To create a sense of responsibility in the students and have healthy study and work culture in all schools of the University.
5. To enhance the self-esteem and self-confidence of girl students, women faculty and staff in the institute



- **Key Responsibilities**

To effectively address workplace sexual harassment complaints, a Complaints Committees must first be aware of their key responsibilities, some of which are highlighted below:

1. Be thoroughly prepared
2. Know the Act, Policy and/or relevant Service Rules
3. Gather and record all relevant information
4. Determine the main issues in the complaint
5. Prepare relevant interview questions
6. Conduct necessary interviews
7. Ensure parties are made aware of the process and their rights/responsibilities within it
8. Analyze information gathered
9. Prepare the report with findings/recommendations

- **Complaints Committee's Checklist**

1. Review the written complaints and response to complaints
2. Review the applicable policy, the Act/Rules, Vishaka Guidelines and other relevant laws
3. Develop a plan
4. Meet with the complainant
5. Meet with the respondent
6. Meet with the witnesses
7. Record statements and have them dated and signed
8. Review and adapt the plan, as needed
9. Proceed with further interviews, as needed
10. Analyze all the facts to develop reasoning
11. Arrive at the findings
12. Give recommendations



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