

# CHENNAI INSTITUTE OF TECHNOLOGY

(Autonomous)

Kundrathur, Chennai – 600 069

Ref. No.: CIT/ADMIN/ANTI-RAGGING/002/2025-26

Date: 15.09.2025

## MINUTES OF MEETING – ANTI-RAGGING COMMITTEE (ARC)

Meeting No.: 1 (September 2025)

Venue: Board Room

### Points Discussed

#### 1. Review of Anti-Ragging Measures for Odd Semester

- Members reviewed compliance with the anti-ragging guidelines issued for the academic year 2025-26.
- It was reported that **no ragging cases** were registered in July-August 2025.
- Orientation sessions for first-year students and parents conducted in August were successful.

#### 2. Monitoring of Hostel and Campus Zones

- Committee assessed vulnerable points such as:
  - Boys and Girls Hostel corridors
  - Freshers' classrooms
  - Canteen and sports complex
  - Parking zone
- CCTV surveillance was verified; a few cameras required servicing.

#### Action:

- ✓ Maintenance team instructed to repair 3 CCTV cameras before **20.09.2025**.

#### 3. Awareness and Preventive Initiatives

- Anti-ragging awareness posters/postcards were found outdated in Blocks 3 & 6.
- Committee suggested digital posters to be displayed on the student portal.

#### Action:

- ✓ New posters to be printed by **22.09.2025**.
- ✓ A short video awareness module to be uploaded on the portal.

#### 4. Strengthening the Anti-Ragging Squad

- Squad duty schedule reviewed; additional staff requested for evening hours.
- Need for **increased patrolling** during club activities and lab extended hours.

#### Resolution:

- ✓ Squad members assigned new slots from 5:30 PM – 8:00 PM.

## 5. Reporting Mechanism

- Committee discussed creating a QR-based reporting system for anonymous submissions.
- Students will be able to report incidents using mobile phones without visiting the office.

### Action:

✓ QR system to be implemented by **01.12.2025**.

## Members Present

S. No	Name	Position	Designation	Contact No
1	Dr. A. Ramesh	Chairman	Principal	8939917090
2	Dr. S. Pavithra	Member	Associate Professor / CSE	9790968657
3	Inspector of Police, Kundrathur	Representative of Police	Inspector	044-2478 0039
4	Dr. P. Suresh Kumar	Member	Professor & Head / ECE	8610137015
5	Mr. R. Raghuraman	Member	AP / EEE	9894910706
6	Mr. C. Hariharasudhan	Member	AP / Civil	9566213154
7	Mr. G. Kannan	Member	AP / Mech	9944570084
8	Mr. K. Vikram	Member	AP / S&H	9941527655
9	Mr. G. Senthilkumar	Member	Associate Professor / CSE	8939618019
10	Mr. N. Vinothkumar	Member	AP / MCT	9500029830

  
**Chairman – Anti-Ragging Committee**

**Dr. A. Ramesh, M.E., Ph.D.**

Principal

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Date: 17.11.2025

## MINUTES OF MEETING – ANTI-RAGGING COMMITTEE (ARC)

Meeting No.: 2 (November 2025)

Venue: Board Room

### Points Discussed

#### 1. Review of Anti-Ragging Activities (July–November 2025)

- Committee reviewed all activities performed since the start of the academic year.
- No major cases were reported; minor misunderstandings among students were resolved through counseling.
- ICC & ARC jointly monitored hostel blocks during the first internal exams.

#### 2. Status of CCTV and Security Enhancements

- CCTV cameras repaired in September were functioning properly.
- Committee recommended installing **two new cameras** near the workshop corridor and parking exit.

#### Action:

- ✓ Purchase and installation approved; completion by **30.11.2025**.

#### 3. Awareness Activities Prior to End-Semester Exams

- Anti-ragging pamphlets and student handbook sections to be re-circulated in class groups.
- Class advisors to brief all students on disciplinary expectations during exams.

#### Action:

- ✓ Awareness circular scheduled for release on **21.11.2025**.

#### 4. Hostel Patrolling and Night Vigil

- Hostel wardens reported increased student movement during late-night project work.
- Committee decided to strengthen patrolling between **10:00 PM – 12:00 AM**.

#### 5. Complaint Management and Follow-up

- ARC discussed the need to integrate the **QR-based anonymous complaint system** with the main grievance portal.
- Complaints found to be false or malicious will invite disciplinary action.

#### 6. Planning Anti-Ragging Orientation for January 2026

- New lateral entry students joining in Jan 2026 to undergo an induction session.

- Police representative will address students as per UGC guidelines.

**Action:**

- ✓ Orientation tentatively scheduled for **06.01.2026**.

## Members Present

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1	Dr. A. Ramesh	Chairman	Principal	8939917090
2	Dr. S. Pavithra	Member	Associate Professor / CSE	9790968657
3	Inspector of Police, Kandrathur	Representative of Police	Inspector	044-2478 0039
4	Dr. P. Suresh Kumar	Member	Professor & Head / ECE	8610137015
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