

RAJALAKSHMI ENGINEERING COLLEGE, THANDALAM

OFFICE ORDER

As per guideline given by UGC, the following members are nominated for SC/ST/OBC Committee for the academic years 2023-2024 and 2024-2025.

COORDINATOR - Dr.R.Kalaivani - Professor/EEE Department

MEMBERS:

- 1) Dr.V.Prasannakumari - Professor/IQAC *Ex*
- 2) Dr.M.Subbiah - Professor Emeritus/EEE *H. Subbiah*
- 3) Mrs.G.Alamelu, Professor/English *G. Alamelu*
- 4) Ms.M.Madhumitha - Student/CSD *M. Madhu*
- 5) Mr.T.G.Gowtam - Student/ECE *Gowtam*
- 6) Mr.S.Mithesh - Student/CSD *S. Mithesh*
- 7) Mr.B.Mughil Ganesh - Student/IT *B. Mughil*
- 8) Ms.V.Janani - Student/CSE *V. Janani*
- 9) Mr.B.Gautham - Student/AIML *B. Gautham*

DUTIES:

- The Cell shall promote the special interests of students in the reserved category
- The Cell shall provide special inputs in areas where the students experience difficulties.
- The Cell shall conduct remedial coaching classes on life skills, personality development, etc. if required
- The Cell also shall organize interactive sessions and informal meetings with students to attend to their personal, social and academic problems.
- The Cell shall look after concessions / financial assistances to the students during the period of study.
- The Cell shall take care of Guidance / Counselling to the needed students.
- The Cell is stern in abolishing all forms of discrimination.
- The Cell shall concentrate on any other work assigned from time to time to take care of students suffering from economic social and educational deprivations.

S. V. Murugesan
21/7/23
Dr.S.N.MURUGESAN

PRINCIPAL

**RAJALAKSHMI ENGINEERING COLLEGE
AN AUTONOMOUS INSTITUTION
THANDALAM, CHENNAI - 602 105**



RAJALAKSHMI ENGINEERING COLLEGE

THANDALAM, CHENNAI – 602 105

SC / ST / OBC CELL

17.04.2025

**MINUTES OF THE MEETING HELD ON 17.04.2025 AT MINI SEMINAR HALL BY
03.15 P.M.**

A meeting was conducted to discuss about the issues pertaining to SC/ST/OBC students in the college. The following faculty members were present in the meeting.

1. Dr. V. Prasannakumari, Professor, IT Department and IQAC coordinator
2. Dr. M. Subbiah, Professor Emeritus, EEE Department
3. Dr. R. Kalaivani, Professor, EEE Department
4. Mrs. G. Alamelu, Associate Professor H&S - English

V. Prasannakumari
17/4/25

M. Subbiah
17.4.25

R. Kalaivani
17/4/25

G. Alamelu
17/4/25

The list of student participants is enclosed herewith for reference.

The following points were discussed in the meeting.

1. The work progress of SC/ST Cell was discussed.
2. Peer Empowerment Programme (PEP) was successfully conducted on 25 March 2025 (Tuesday) at 3:30 p.m. in Purple Hall, Rajalakshmi Engineering College. The event marked the formal launch of this year-long initiative by the Skill and Personality Development Centre (SPDC), designed to improve students' communication skills and personality through a structured peer learning model. Detailed report of Peer Empowerment Programme is also enclosed,
3. Effective utilization of reservations meant for SC students.
4. Scholarships for eligible SC students.
5. Proper utilization of Education loans, other subsidies declared by the government.
6. Students felt that they are fully satisfied with the way they were treated and felt that there is no problem.

7. Necessary advise was given to the attended students to concentrate on their curricular and co-curricular activities.
8. The Cell ensured to all the SC/ ST students that they can approach the Cell at any time, any day, for any problems to be addressed.

S. N. Hampson
17/4/25
PRINCIPAL



RAJALAKSHMI ENGINEERING COLLEGE

THANDALAM, CHENNAI – 602 105

SC / ST / OBC CELL

06.12.2024

MINUTES OF THE MEETING HELD ON 06.12.2024 AT MINI SEMINAR HALL BY 03.15 P.M.

A meeting was conducted to discuss about the issues pertaining to SC/ST/OBC students in the college. The following faculty members were present in the meeting.

1. Dr. V. Prasannakumari, Professor, IT Department and IQAC coordinator
2. Dr. M. Subbiah, Professor Emeritus, EEE Department
3. Dr. R. Kalaivani, Professor, EEE Department
4. Mrs. G. Alamelu, Associate Professor H&S - English

The list of student participants is enclosed herewith for reference.

The following points were discussed in the meeting.

1. The work progress of SC/ST Cell was discussed.
2. Skill and Personality Development Programme (SPDP) centre for SC/ST students in the college has conducted 7-day Workshop on "Speak Up: Mastering Communication Skills through Web Series" from 4.4.2024 to 8.6.2024 between 3 pm and 5 pm. On Day 1, 4.4.2024, Dr. S. N. Murugesan, Principal of REC, discussed about the Importance of communication and Dr. Subbiah, Professor Emeritus, shared tips to develop speaking skills. On Day 2, 12.4.2024, Participants spoke about their favorite web series. On Day 3, 17.4.2024 and Day 4, 7.5.2024. the teams performed their skit and Dr. G. Alamelu and Mrs. Janet, the workshop's Faculty Coordinators, provided feedback on the performances. On Day 5, 21.5.2024, activity on "Reading Comprehension" began; students read provided passages and craft conclusions. In "Press Meet" activity; students acted as reporters and interview famous personalities like Ronaldo, Taylor Swift, and Vijay and Mrs. Janet shared valuable insights and offered constructive feedback for the students. On Day 6, 29.5.2024, the participants are given random pictures and tasked with narrating the stories. Participants showcased their unique perspectives and storytelling abilities and Dr. G. Alamelu and Mrs. Janet provided feedback to the students. On Day 7, 29.5.2024, Vice Principal Dr. S. P. Srinivasan shared a few words on the workshop and Participants shared their views and feedback on the workshop.

3. Skill and Personality Development Programme (SPDP) centre in the college is conducting program regularly for SC/ST students even though Closure of Project under Skill and Personality Development Programme (SPDP) Scheme is completed on September 2023.
4. Skill and Personality Development Programme (SPDP) centre has planned to conduct program on Effective Communication from March 2025 onwards.
5. Effective utilization of reservations meant for SC students.
6. Proper utilization of Education loans, other subsidies declared by the government.
7. Students felt that they are fully satisfied with the way they were treated and felt that there is no problem.
8. The Cell ensured to all the SC/ ST students that they can approach the Cell at any time, any day, for any problems to be addressed.

S. L. Thompson
21/12/24
PRINCIPAL



RAJALAKSHMI ENGINEERING COLLEGE

THANDALAM, CHENNAI – 602 105

SC / ST / OBC CELL

07.03.2024

MINUTES OF THE MEETING HELD ON 07.03.2024 AT MINI SEMINAR HALL BY 03.15 P.M.

A meeting was conducted to discuss certain points, pertaining to SC/ST/OBC students in the college. The following faculty members were present in the meeting.

1. Dr. V. Prasannakumari, Professor, IT Department and IQAC coordinator *V.P. 7/3/24*
2. Dr. M. Subbiah, Professor Emeritus, EEE Department *M. Subbiah 7.3.24*
3. Dr. R. Kalaivani, Professor, EEE Department *R. Kalaivani 7/3/24*
4. Mrs. G. Alamelu, Associate Professor H&S - English *G. Alamelu 7/3/24*

The list of student participants is enclosed for reference.

The following points were discussed in the meeting.

1. The work progress of SC/ST Cell was discussed.
2. Skill and Personality Development Programme (SPDP) centre for SC/ST students in the college has planned to conduct 7-day Workshop on "Speak Up: Mastering Communication Skills through Web Series" from 4.4.2024 onwards during 3 pm and 5 pm.
3. The poster for the workshop is circulated on WhatsApp groups.
4. Effective utilization of reservations meant for SC students.
5. Proper utilization of Education loans, other subsidies declared by the government.
6. Students felt that they are fully satisfied with the way they offered additional inputs for enhancing their performance in academics and other related activities and felt that there is no problem in carrying out their tasks.

7. The Cell ensured to all the SC/ ST students that they can approach the Cell at any time, any day, for any problems to be addressed.

J. L. Simpson
7/31/24
PRINCIPAL



RAJALAKSHMI ENGINEERING COLLEGE

THANDALAM, CHENNAI – 602 105

SC / ST / OBC CELL

24.11.2023

MINUTES OF THE MEETING HELD ON 24.11.2023 AT MINI SEMINAR HALL BY 03.15 P.M.

A meeting was conducted to discuss about the issues pertaining to SC/ST/OBC students in the college. The following faculty members were present in the meeting.

1. Dr. V. Prasannakumari, Professor, IT Department and IQAC coordinator *V.P. 24/11/23*
2. Dr. M. Subbiah, Professor Emeritus, EEE Department *M. Subbiah 24.11.23*
3. Dr. R. Kalaivani, Professor, EEE Department *R.K. 24/11/23*
4. Mrs. G. Alamelu, Associate Professor H&S - English *G. Alamelu 24/11/23*

The list of student participants is enclosed herewith for reference.

The following points were discussed in the meeting.

1. The progress of the activities of the SC/ST Cell was discussed.
2. The Skill and Personality Development Centre has conducted a recap orientation session for the students entering the second cycle of the development program on 17th March 2023 coordinated by Mrs. G. Alamelu,
3. The Skill and Personality Development Center also organized the following programmes :
 - (i) An interactive 2-hour workshop on 12th April 2023 titled "Connecting with People: Enhancing Interpersonal Skills". The session commenced with a thought-provoking activity, analyzing real-life scenarios to understand barriers in practising effective communication. This programme was conducted by the Coordinator Mrs. G. Alamelu.

7. Students felt that they are fully satisfied with the way they were treated and felt that there is no problem.
8. The Cell ensured to all the SC/ ST students that they can approach the Cell at any time, any day, for any problems to be addressed.
9. The students advised to concentrate on their curricular and co-curricular activities also apart from regular academic work.

J. S. Sampson
24/11/23

PRINCIPAL



RAJALAKSHMI ENGINEERING COLLEGE

THANDALAM, CHENNAI - 602 105

SC / ST / OBC CELL

08.03.2023

MINUTES OF THE MEETING HELD ON 08.03.2023 AT MINI SEMINAR HALL BY 03.15 P.M.

A meeting was held to discuss certain points related to their student activities and other courses conducted to the SC/ST/OBC students in the college. The following faculty members were present in the meeting.

1. Dr. V. Prasannakumari, Professor, IT Department and IQAC coordinator *V. Prasanna 8/3/23*
2. Dr. M. Subbiah, Professor Emeritus, EEE Department *M. Subbiah 8.3.23*
3. Dr. R. Kalaivani, Professor, EEE Department *R. Kalaivani 8/3/23*
4. Mrs. G. Alamelu, Associate Professor H&S - English *G. Alamelu 8/3/23*

The list of student participants is enclosed herewith for reference.

The following points were discussed in the meeting.

1. Skill and Personality Development Programme (SPDP) centre for SC/ST students in the college has planned to conduct a recap orientation session for these students on 17.3.2023. The program schedule is as follows:
 - (i) Personality Development 2.1 - Connecting with People: Enhancing interpersonal Skills on 12th April 2023
 - (ii) Personality Development 2.2 - Adaptability and Empathy on 26th May 2023
 - (iii) Communication Skills 2.1 - TED Talks on Articulation Skills on 21 July 2023
 - (iv) Communication Skills 2.2 - Listen & Recreate on 10th of August 2023
 - (v) Communication Skills 2.3 - Bridging the Gap: Thought to Words on 26th September 2023.

(vi) Assessment for Communication Skills & Personality Development will be conducted on 30th September 2023.

2. 100% effective utilization of sanctioned funds of skill and Personality Development Programme Centre for SC/ST students only.
3. Infrastructure and additional facilities to SC/ST students.
4. Scholarships offered for eligible SC/ST students.
5. Grievance redressal of SC/ST students.
6. Proper utilization of Education loans, other subsidies declared by the government.
7. Students felt that they are fully satisfied with the conduct of the special programmes and that they do not have any specific issues.
8. The Cell once again assured that all the SC/ ST students can approach the Cell at any time, any day, for any problems so that any redressal measures needed will be taken.

S. N. P. Sampson
8/8/23
PRINCIPAL

RAJALAKSHMI ENGINEERING COLLEGE, THANDALAM

OFFICE ORDER

As per guidelines given by UGC, the following members are nominated for SC/ST/OBC Committee for this academic year 2022-2023.

COORDINATOR - Dr. R. Kalaivani - Professor/ EEE Department

R. Kalaivani
12/7/22

MEMBERS:

1) Dr. V. Prasannakumari - Professor/ IQAC.

V. Prasannakumari
12/7/22

2) Dr. M. Subbiah - Professor Emeritus/ EEE Department.

M. Subbiah
12.7.22

3) Mrs.G.Alamelu, Head of Department/English

G. Alamelu
12/7/22

4) Ms. M. Madhumitha – Student / CSD

M. Madhumitha
12/7/22

5) Mr. T. G. Gowtam – Student / ECE

T. G. Gowtam
12/7/22

6) Mr. S. Mithesh – Student / CSD

S. Mithesh
12/7/22

7) Mr. B. Mughil Ganesh – Student / IT

B. Mughil Ganesh
12/7/22

8) Ms. V. Janani – Student / CSE

V. Janani
12/7/22

9) Mr. B. Gautham – Student / AIML

B. Gautham
12/7/22

DUTIES:

- The cell shall promote the special interests of students in the reserved category.
- The cell shall provide special inputs in areas where the students experience difficulties.
- The Cell shall conduct remedial coaching classes on life skills, personality development, etc. if required.
- The Cell also shall organize interactive sessions and informal meetings with students to attend to their personal, social and academic problems.
- The Cell shall look after concessions / financial assistances to the students during the period of study.
- The Cell shall take care of Guidance / Counselling to the needed students.
- The Cell is stern in abolishing all forms of discrimination.
- The Cell shall concentrate on any other work assigned from time to time to take care of students suffering from economic, social and educational deprivations.

S. N. Murugesan
12/7/22

Dr. S.N.Murugesan
PRINCIPAL

RAJALAKSHMI ENGINEERING COLLEGE

THANDALAM, CHENNAI – 602 105

SC / ST / OBC CELL

23.11.2022

MINUTES OF THE MEETING HELD ON 23.11.2022 AT PRINCIPAL'S OFFICE BY 03.15 P.M.

A meeting was conducted to discuss about this semester activities pertaining to SC/ST students. The following faculty members were present in the meeting.

1. Dr. V. Prasannakumari, Professor, IQAC *V.P. 23/11/22*
2. Dr. M. Subbiah, Professor Emeritus, EEE Department *M. Subbiah 23.11.22*
3. Dr. R. Kalaivani, Professor, EEE Department *R. Kalaivani 23/11/22*
4. Mrs.G.Alamelu, Head of Department/English *G. Alamelu 23/11/22*

The list of student participants is enclosed herewith for reference.

The gist of the meeting is given hereunder.

1. Rs.5,11,598/-(Rupees Five Lakh Eleven Thousand Five Hundred and Ninety Eight Only) is sanctioned for the year 2021-22 out of total approved grant in Aid of Rs.21,08,824/- under the skill and Personality Development Programme Centre for SC/ST students (SPDP), AICTE to Dr.N.Hema, Professor, Department of English, Rajalakshmi Engineering College and Mrs.G.Alamelu, Head of Department/English will act as new coordinator in place of Dr.N.Hema.
2. The existence of SC / ST Cell was informed to all the students and was asked to contact the members of this committee through college mail id or in person if needed.
3. It was decided to meet at least once in a semester to review the progress / complaints received if any.
4. Students were enquired about any issues they faced in this ongoing semester.

5. The students felt they were fully satisfied with the way they were treated and felt that there is no problem.
6. The students were advised to approach the Cell at any time, any day, for any problems to be addressed.

J. D. Thompson
23/11/22
PRINCIPAL

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RAJALAKSHMI ENGINEERING COLLEGE

THANDALAM, CHENNAI – 602 105

SC / ST CELL

21.03.2022

MINUTES OF THE MEETING HELD ON 21.03.2022 AT PRINCIPAL'S OFFICE BY 03.15 P.M.

A meeting was conducted to discuss about this semester activities pertaining to SC/ST students. The following faculty members were present in the meeting.

1. Dr. V. Prasannakumari, Professor, IQAC
2. Dr. M. Subbiah, Professor Emeritus, EEE Department
3. Dr. R. Kalaivani, Professor, EEE Department
4. Dr. A. Rajkumar, Professor, Mechanical Department

V. Prasannakumari
21/3/22

M. Subbiah
21/3/22

R. Kalaivani
21/3/22

A. Rajkumar
21/3/2022

M. Subbiah
21.03.2022

The list of student participants is enclosed herewith for reference.

The gist of the meeting is given hereunder.

1. The existence of SC / ST Cell was informed to all the students and was asked to contact the members of this committee through college mail id or in person if needed.
2. It was decided to meet at least once in a semester to review the progress / complaints received if any.
3. Students were enquired about any issues they faced in this ongoing semester.
4. The students felt they were fully satisfied with the way they were treated and felt that there is no problem.
5. The students were advised to approach the Cell at any time, any day, for any problems to be addressed.

S. V. Srinivasan
21/3/22

PRINCIPAL

RAJALAKSHMI ENGINEERING COLLEGE
THANDALAM, CHENNAI – 602 105

SC / ST CELL

22.10.2021

MINUTES OF THE MEETING HELD ON 22.10.2021 AT CENTRAL WORKSHOP, MECHANICAL BLOCK BY 03.15 P.M.

A meeting was conducted to discuss about the activities pertaining to SC/ST students. The following faculty members were present in the meeting.

1. Dr. V. Prasannakumari, Professor, IQAC
2. Dr. M. Subbiah, Professor, EEE Department
3. Dr. R. Kalaivani, Professor, EEE Department
4. Dr. A. Rajkumar, Professor, Mechanical Department

V. Prasannakumari
22/10/21
M. Subbiah
22.10.21
R. Kalaivani
22/10/21
A. Rajkumar
22/10/21

The list of student participants is enclosed herewith for reference.

The gist of the meeting is given hereunder.

1. The work progress of SC / ST Cell was discussed.
2. Students were enquired about any issues they faced in this ongoing semester.
3. The students felt they were fully satisfied with the way they were treated and felt that there is no problem.
4. The Cell ensured to all the SC / ST students that they can approach the Cell at any time, any day, for any problems to be addressed.
5. The students were advised to contact the cell in case of need of any guidance / counselling.
6. Necessary advice was given to the attended students to concentrate on their curricular and co-curricular activities.

S. V. Manjula
22/10/21
PRINCIPAL

RAJALAKSHMI ENGINEERING COLLEGE

THANDALAM, CHENNAI – 602 105

SC / ST CELL

09.02.2021

MINUTES OF THE MEETING HELD ON 09.02.2021 AT PRINCIPAL'S OFFICE BY 03.15 P.M.

A meeting was conducted to discuss about this semester activities pertaining to SC/ST students. The following faculty members were present in the meeting.

1. Dr. V. Prasannakumari, Professor, IQAC
2. Dr. M. Subbiah, Professor Emeritus, EEE Department
3. Dr. R. Kalaivani, Professor, EEE Department
4. Dr. A. Rajkumar, Professor, Mechanical Department

V. Prasannakumari
4.2.21
M. Subbiah
9/2/21
09.02.21
R. Kalaivani
9/2/21
A. Rajkumar
09/02/21

The list of student participants is enclosed herewith for reference.

The gist of the meeting is given hereunder.

1. The existence of SC / ST Cell was informed to all the students and was asked to contact the members of this committee through college mail id or in person if needed.
2. It was decided to meet at least once in a semester to review the progress / complaints received if any.
3. The students were advised to approach the Cell at any time, any day, for any problems to be addressed.

S. V. Sampson
9/2/21
PRINCIPAL