

**Establishment of
Grievance Redressal Mechanism
and / or
Appointment of
OMBUDSMAN by the University**

Grievance Redressal Mechanism :

The various grievance redressal mechanism available in this institute are furnished below :

- Anti-Ragging Cell
- Women empowerment Cell
- Women-Students Grievance Redressal Cell
- Students Counselling Cell
- Sexual Harassment – Complaint Redressal Cell
- Anti-Discrimination Cell
- Gender Sensitization Cell
- Staff Grievance Redressal Cell

Online Grievance Redressal Mechanism :

- Students' Grievance Redressal Cell is functioning in our Institute in the Electrical Science Block with **Dr. P.K.Jawahar**, Professor & Additional Director (CSD) as the Nodal officer. Students having any Grievance on Academic matters may contact the Nodal Officer in person or drop a letter in the Grievance Box elaborating your grievance or submit your grievance through online in our Institute website through <https://crescent.education/student-affairs/students-grievance-redressal-cellsgrc/online-complaint-form/> or email your grievance to students_grievance@crescent.education

The screenshot shows the website interface for Crescent Institute of Science & Technology. At the top, there is a navigation menu with options like Admissions, Research, Departments, Institute, Connect, and Login. Below this, there are several promotional banners for Admissions 2023, Engineering Admissions - CIEAT 2023, and Online MBA / MCA. A sidebar on the left lists various student affairs services such as About Student Affairs, Instruction - Degree Certificate, and Student Events & Achievements. The main content area is titled 'Students Grievance Redressal Cell(SGRC)' and contains the following text:

Students' Grievance Redressal Cell is functioning in our Institute in the Computer Science Block with Dr. P.K.Jawahar as the Nodal officer. Students having any Grievance on Academic matters may contact the Nodal Officer in person or drop a letter in the Grievance Box elaborating your grievance or submit your grievance online through our Institute website or email your grievance to students_grievance@crescent.education. Your grievance will be redressed as earlier as possible based on the nature of the issue. **For Further Information**

[Click Here for UGC letter – Students' Grievance Redressal](#)

Below the text is a portrait of Dr. P.K.Jawahar, identified as the Nodal Officer.

Students Grievance Redressal Cell – Committee Members

The Committee of Students Grievance Redressal Cell is constituted with the following members to look into the grievances of the students.

1.	Dr. P.K.Jawahar, Professor & Additional Director (CSD)	Nodal Officer & Convenor	
2.	Dr. S. Kutti Rani, Professor of Chemistry & Director (PG Admissions)	Member	
3.	Dr. Ayub Khan Dawood, Dean, School of Social Sciences and Humanities	Member	
4.	Dr. Karthikeyan Ramalingam, Dean, Student Affairs	Member	
5.	Dr. Mohamed Ismail, Professor of ECE & Dean (Academic Affairs)	Member	



Students Grievance Redressal Cell

Name of the Student*

RRN*

Mobile*

Email ID*

State your Grievance*

GVAR

Note: You can also email your grievance to:
students_grievance@crescent.education or submit your grievance in person to the
Nodal Officer.

Student grievances on examinations and academic activities during COVID-19

Student Name*

Email Id*

Subject*

Description

Submit

Dr. A. Azad
REGISTRAR

PROCEEDINGS NO. 12A:B1:2021 DATED 05.01.2021

Sub : Appointment of Ombudsperson – Order issued – Reg.

Ref : Letter F.No.1-101/PGRC/AICTE/Regulation/2020
dated 03.12.2020 from AICTE.

With reference to the letter received from the Member Secretary, All India Council for Technical Education (AICTE) requesting to appoint an Ombudsperson to our Institute for resolving grievance of students.

In this regard, Honourable Justice G.M. Akbar Ali (Retd.) is appointed as an Ombudsperson for a period of three years for B.S. Abdur Rahman Crescent Institute of Science and Technology with effect from 06.01.2021.



REGISTRAR

To

Honourable Justice G.M. Akbar Ali (Retd.)

Establishment of Anti-Ragging Committee

ANTI - RAGGING CELL

- Ragging has ruined countless innocent lives and careers. In order to eradicate it, Hon'ble Supreme Court in Civil Appeal No. 887 of 2009, passed the judgment wherein guidelines were issued for setting up of a Central Crisis Hotline and Anti-Ragging database.
- In accordance with the orders, UGC (University Grants Commission), Govt. of India has instructed all the institutions to constitute anti ragging committee consisting of Deans, HoDs, students, Police officers, Collector, public servants.
- The role of the cell is to prevent the occurrence of ragging within as well as outside the institution and punish those who indulge in ragging, in accordance with the Supreme Court Regulations.
- Online affidavits are submitted by all students through the website www.antiragging.in. On behalf of the institution, the Dean (Student affairs) who is the nodal officer will submit a compliance report to UGC every year.
- Within the campus and hostel premises, banners are displayed about ragging and the actions taken by the institution and government on those involved in ragging. Separate complaint boxes are kept near Basic Sciences block and Management blocks.
- Our campus is totally ragging free campus and students are well disciplined. A cordial atmosphere is created within the campus and parents are happy about it.



Student Affairs

- About Student Affairs
- Instruction – Degree Certificate
- Students Code Of Conduct
- Code of Conduct for students (General)
- Student Events & Achievements
- Student E-Magazine
- Student Scholarship Portal
- Student Council
- NSS

Anti-ragging cell

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- ❖ Online affidavits are submitted by all students through the website

Anti Ragging Committee

1	Dr. N.Raja Hussain, Registrar	Convenor
2	Dr. Karthikeyan Ramalingam, Dean (Student Affairs)	Co-Convenor
3	Dr. M.S. Haji Sheik Mohammed, Dean (Academic Affairs)	Member
4	Dr. S. Kaja Mohideen, Sr. Professor & Director (PG Admissions)	Member
5	Tahsildar, Chengalpet	Member
6	Inspector of Police, Guduvanchery	Member
7	Sub Inspector of Police, Otteri Police Station	Member
8	Mr. V.N.A. Jalal, Sr. General Manager	Member
9	Dr. Kuttirani, Prof./ Dean, SPCS (UG – First Year Coordinator)	Member
10	Dr. M. Shaji Dean, Law (I/C)	Member
11	Mr. C.N. Suresh Babu, Administrative Officer	Member
12	Dr. A. K. Kaliluthin, Dy. Director (Campus Development)	Member
13	Mr. M.P. Anand, Security Officer	Member

Department/School-Wise Anti-Ragging Faculty In-charge

14	Dr. A. Shajahan, Asso. Prof.	Chemistry
15	Dr. M. Mohammed Sheikh Sirajudeen	Physics
16	Dr. S. Jennathu Beevi, Asst. Prof.	EEE
17	Mr. S. Sathish Prabhu, Asst. Prof.	ECE
18	Dr. M.S. Murshitha Shajahan, Asst. Prof.	E&IE
19	Dr. M. Sandhya, Prof.	CSE

20	Dr. N. Prakash, Asso. Prof.	IT
21	Dr. N. Ayyanathan, Prof.	CA
22	Dr. M. Abdur Rahman, Asst. Prof.	Mech
23	Mr. M. Magesh, Asst. Prof.	Aero
24	Dr. C. Dinesh Kumar, Asst. Prof.	Auto
25	Dr. P. Gajalakshmi, Asso. Prof.	Civil
26	Mr. D. Murali Manohar, Asst. Prof	Polymer
27	Dr. C.D. Nandakumar, Associate Prof.	Maths
28	Mr. S Rajini Asst. Prof.	Commerce
29	Mr. M V. Duraish Kuman, Asst. Prof.	Public Policy
30	Dr. A. Sulochana, Asst. Prof.	English
31	Dr. S.M. Shaheedha, Assoc. Prof	Pharmacy
32	Ms. S. Diwari, Asso. Prof	Arch
33	Dr. J Hemalatha, Asst. Prof.	MBA
34	Dr. P. Ashok Kumar, Assoc. Prof	SLS
35	Mr. N. Sudalai Muthu, Asst. Prof.	Law
36	Dr. Khalid Waheed, Asst. Prof	Islamic
37	Ms. Yasodha, Executive	Hostel (Women)
38	Mr. V.M. Niaz Ahamed	Hostel (Men)
39	Dr. T. Pattabiraman, Asst. Librarian	Central Library

Anti-Ragging Control Rooms / Helplines

91(44) 22759200 Ext 212 – Upto 5 PM

91(44) 22759200 Ext 198 / 131 / 133 – After 5 PM

All the members of staff are requested to be alert and any case of ragging should be promptly reported to the Registrar / Dr. Karthikeyan Ramalingam, Dean (Student Affairs).





DEAN (STUDENT AFFAIRS)


Establishment of Internal Complaint Committee (ICC)

Internal Complaints Committee (ICC)

As per the guidelines provided as per UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and students in Higher Educational Institutions) Regulations, 2015 Internal Complaint Committee of B.S.Abdur Rahman Crescent Institute of Science & Technology has been constituted as under :-

ICC Members :

Sl.No.	Name of the faculty	Designation	
1	Dr. Latha Tamilselvan, Prof. & Director (MIS) / Department of Information Technology	Chairperson	
2	Dr. C. Tharini, Prof. & Dean (SECS) / Department of Electronics & Communication Engg.	Vice-chairperson	
3	Dr. S.Kuttirani, Prof. & Director (PG) Admissions / Department of Chemistry	Member	
4	Dr. Ayub Khan Dawood, Prof. & Dean / Department of Commerce	Member	

5	Dr. S. Rasool Mohideen, Professor / Department of Mechanical Engg.	Member	
6	Dr. C.Chokalingam, Prof. & Dean / Crescent School of Law	Member	
7	Ms. Nallini Olivannan, Advocate, Mail id : nallinioli@gmail.com, Mobile : 9940050056 Profile	External Member	

Description

[Submit](#)

INTERNAL COMPLAINTS COMMITTEE (ICC)

ICC has been constituted as per the guidelines provided by UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and students in Higher Educational Institutions) Regulations, 2015 at B.S. Abdur Rahman Crescent Institute of Science & Technology.

- ✓ The motto is to deal with issues of gender based violence and harassment with a view to eliminate the cultures of impunity and to develop the culture of silence and complicity.
- ✓ It provides on-going management advice and supervision to the students.

Students (girls) facing any Sexual Harassment issues may contact the coordinator in person or drop a letter in the Sexual Harassment Grievance Box elaborating their issues or submit the details of their issues online through the Institute

The issues regarding Sexual Harassment will be redressed at the earliest, based on the nature of the issue.

The members of the committee are as follows:

- 1. Dr. Latha Tamilselvan**, Chairperson
Prof. & Director (MIS) / Department of Information Technology
- 2. Dr. C. Tharini**, Vice Chairperson
Prof. & Dean (SECS) / Department of ECE
- 3. Dr. S.Kuttirani**, Member
Prof. & Director (PG) Admissions / Department of Chemistry

4. **Dr. Ayub Khan Dawood**, Member
Prof. & Dean / Department of Commerce
5. **Dr. S. Rasool Mohideen**, Member
Professor / Department of Mechanical Engg.
6. **Dr. C.Chokalingam**, Member
Prof. & Dean / Crescent School of Law
7. **Ms. Nallini Olivannan**, Member
Advocate, Mail id : nallinioli@gmail.com, Mobile : 9940050056