

**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
CALICUT**

**OFFICE MEMORANDUM**

No.DIR/OM/21/01

19<sup>th</sup> February 2021

The revised constitution of various Committees of the Institute is given below.

**I. Students Grievance Redressal and Appeal Committee**

- |  |   |             |
|--|---|-------------|
| 1. Mrs. Sheela V S, Scientist-F  | - | Chairperson |
| 2. Mr. Mr. K S Lalmohan, Scientist/Engineer-E  | - | Convenor    |
| 3. Mrs. Saritha S, Scientist/Engineer-E  | - | Member      |
| 4. Mr. Shoukath C, Scientist/Engineer-E  | - | Member      |
| 5. Four students representatives (Two male and two female)<br>from formal courses to be nominated by Course Coordinators | - | Members     |

**II. Hostel Committee**

- |  |   |          |
|--|---|----------|
| 1. Mr. Martin K M, Scientist-F   | - | Chairman |
| 2. Hostel Warden   | - | Convenor |
| 3. Dy. Hostel Warden   | - | Member   |
| 4. Chairman, Canteen Committee   | - | Member   |
| 5. Mr. N. Manoj, STO   | - | Member   |
| 6. Two students representatives (male & female) from<br>formal courses to be nominated by Course Coordinator | - | Members  |

**III. Staff Welfare Committee**

- |   |   |          |
|---|---|----------|
| 1. Mr. A Baradharajan, JD (F&A)                   | - | Chairman |
| 2. Dr. Reena K.K, Sr. Library Information Officer | - | Member   |
| 3. Mr. Jayaraj U Kidav, Scientist/Engineer-D      | - | Member   |
| 4. Mr. Rajesh M, Scientist/Engineer-D             | - | Member   |

**IV. SC/ST Welfare Committee**

[As per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act]

- |  |   |          |
|--|---|----------|
| 1. Mr.P T Sasidharan, Scientist/Engineer-E | - | Chairman |
| 2. Mr. A Baradharajan, JD (F&A)            | - | Member   |
| 3. Mr. J Arumugam, Pr. TO                  | - | Convenor |
| 4. Mrs. Deepthi P, AD (Admn)               | - | Member   |
| 5. Mr. Nagendra Babu K, STA                | - | Member   |



## **V. Academic Discipline, Ethics and Welfare Committee**

- |   |   |          |
|---|---|----------|
| 1. Mr. Martin K M, Scientist-F            | - | Chairman |
| 2. Mr. Shoukath C, Scientist/Engineer-E   | - | Member   |
| 3. Mr. K S Lalmohan, Scientist/Engineer-E | - | Member   |
| 4. Mrs. Saritha S, Scientist/Engineer-E   | - | Convenor |
| 5. Mrs. Beena C, Asst. Director (F&A)     | - | Member   |

## **VI. Sports Committee**

- |   |   |          |
|---|---|----------|
| 1. Mr. J Arumugam, Pr.TO  | - | Chairman |
| 2. Mr. N. Manoj, STO  | - | Member   |
| 3. Mr. Manojkumar M.K, STO  | - | Member   |
| 4. Mrs. C B Reshma, TO  | - | Convenor |
| 5. Four student representatives (2 male & 2 female)<br>from formal courses to be nominated by Course Coordinators | - | Members  |

## **VII. Women's Forum**

- |   |   |             |
|---|---|-------------|
| 1. Mrs. Vimala Mathew, Scientist/Engineer-E                                       | - | Chairperson |
| 2. Mrs. Sini S Nair, STO  | - | Member      |
| 3. Mrs. Deepthi P, AD   | - | Convenor    |
| 4. Two girl students from formal courses to be<br>nominated by Course Coordinator | - | Members     |

## **VIII. Anti Ragging Committee**

- |   |   |          |
|---|---|----------|
| 1. Executive Director                     | - | Chairman |
| 2. Mrs. Sheela V S, Scientist -F          | - | Member   |
| 3. Mr. Martin K M, Engineer-F             | - | Member   |
| 4. Mr. K S Lalmohan, Scientist/Engineer-E | - | Member   |
| 5. Mrs. Saritha S, Scientist/Engineer-E   | - | Member   |
| 6. Mr. A Baradharajan, JD (F&A)           | - | Member   |

## **IX. Anti Ragging Squad**

- |   |   |          |
|---|---|----------|
| 1. Mr. Shoukath C, Scientist/Engineer-E   | - | Chairman |
| 2. Mr. A Baradharajan, JD (F&A)           | - | Member   |
| 3. Mr. Nandakumar R, Scientist/Engineer-D | - | Member   |
| 4. Hostel Warden                          | - | Member   |
| 5. Mrs. Santhakumari S, Sr. PS/AD         | - | Member   |

### Scope of work (for Sl. No.IX):

- To keep continuous watch and vigilance for ragging incidents so as to prevent its occurrence.
- To report incidents/complaints of ragging to the Anti Ragging Committee.
- To ensure compliance of the provisions of the Kerala Prohibition of Ragging Act 1998 (Act 10 of 1998).

- X. Training Officer shall also look after Continuing Education activities and act as “Student Counsellor” and establish the Counselling Centre along with Training Cell (ex-officio).
- XI. Secretary, RC, shall also act as In-charge of “Community Service Cell and Eco Club” of the Centre (ex-officio).

*M. P. Pillai*

EXECUTIVE DIRECTOR

Copy to:

- 1) All staff members.
- 2) M.Tech Coordinator
- 3) Training Officer
- 4) Secretary, RC
- 5) Group Heads.
- 6) JD (F&A)
- 7) VO
- 8) PIO
- 9) Web Administrator