

**SCMS SCHOOL OF ENGINEERING AND TECHNOLOGY**  
Vidya Nagar, Karukutty - 683 576

**MINUTES OF INTERNAL COMPLAINTS COMMITTEE MEETING**

<b>DATE:</b>	22/02/2023
<b>VENUE:</b>	Administrative Block
<b>TIME:</b>	02.30 pm-03.00 pm
<b>MEETING CALLED BY:</b>	Dr. Mini Tom
<b>TYPE OF MEETING:</b>	Internal Complaints Committee

1	<b>POINTS DISCUSSED</b>	The programs that has to be conducted in the month of March has been sorted out and discussed.
2	<b>ACTION TAKEN / TO BE TAKEN / STATUS</b>	<ol style="list-style-type: none"><li>1. Debate has to be organized</li><li>2. Organize a fireless cooking competition on International women's day</li><li>3. Discussed general Instructions and rules for debate and fireless cooking competition</li><li>4. To suggest the topics for debate</li><li>5. Decided to announce the cash prize for the winners</li></ol>
3	<b>ACTION BY/ TARGET DATE</b>	<ol style="list-style-type: none"><li>1. Debate on 04-03-2023</li><li>2. Fireless cooking on 08-03-2023</li></ol>

Attended by

1. Dr. Mini Tom
2. Ms. Deepa K
3. Ms. Arshey M
4. Ms. Jagadhamma M P
5. Ms. Jyothy Lekshmi S

