

**Sri Sankara Arts and Science College, Autonomous**

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

30/06/2015

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : June 30<sup>th</sup> 2015  
**Agenda** : To discuss the grievances reported by the students for redressal measures

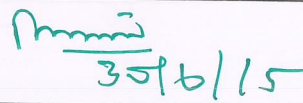

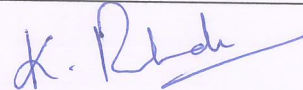
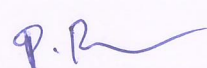
Proceedings of the Grievance redressal committee held on 30<sup>th</sup> June 2015 at 10.00 AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

1. Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
2. Dr.B.Ramesh, M.Sc., M.Phil.,Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
3. Mrs.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Ms.P.Banupriya, M.A., Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor put forth students grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community

Date of meeting	Grievances	Action taken
30.06.2015	To paint all blackboards in L-block	Decided to paint all blackboards in L-block within a week.
	To replace buckets and mugs in girls restroom	Recommended to replace damaged buckets and mugs in girls restroom.

The committee member proposed vote of thanks and the meeting came to an end at 11.15 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal/Chairman	 30/6/15
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

**Sri Sankara Arts and Science College, Autonomous**

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

27/07/2015

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : July 27<sup>th</sup> 2015  
**Agenda** : To discuss the grievances reported by the students for redressal measures

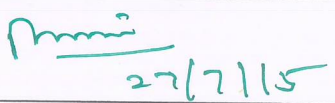



Proceedings of the Grievance redressal committee held on 27<sup>th</sup> July 2015 at 10AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

1. Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
2. Dr.B.Ramesh, M.Sc., M.Phil., Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
3. Mrs.K.Porkodi, M.Sc., M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Ms.P.Banupriya, M.A., Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor read the minutes of the previous meeting stating that all the blackboards in the L-block were painted and damaged buckets and mugs were replaced in the girls' restroom. She also put forth students' grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community.

Date of meeting	Students' grievances	Action taken
27.07.2015	To provide drinking water facility	Decided to install RO water purifier plant
	To increase lending two books from library instead of one per week	Committee members recommended librarian to lend two books for a student per week

The committee member proposed vote of thanks and the meeting came to an end at 11.15 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

**Sri Sankara Arts and Science College, Autonomous**

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

26/08/2015

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : August 26<sup>th</sup> 2015  
**Agenda** : To discuss the grievances reported by the students for redressal measures

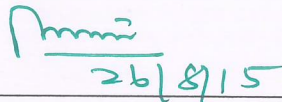

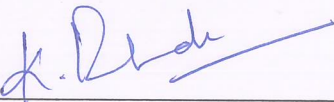

Proceedings of the Grievance redressal committee held on 26<sup>th</sup> August 2015 at 10AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

1. Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
2. Dr.B.Ramesh, M.Sc., M.Phil.,Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
3. Mrs.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Ms.P.Banupriya, M.A., Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor read the minutes of the previous meeting conveying installation of RO water purifier plant in college campus premises and also students were lent with 2 books from the library in a week. She put forwarded students grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community

Date of meeting	Students' grievances	Action taken
26.08.2015	To increase number of taps separately for boys and girls for drinking purpose	Decided and recommended to construct new pipeline to increase number of taps separately for boys and girls
	To extend two wheeler parking space for convenient parking	Committee chairman decided and recommended to extend the parking space for two-wheelers with sunshade facility

The committee member proposed vote of thanks and the meeting came to an end at 11.15 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	 26/8/15
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

**Sri Sankara Arts and Science College, Autonomous**

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

28/09/2015

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : September 28<sup>th</sup> 2015  
**Agenda** : To discuss the grievances reported by the students for redressal measures

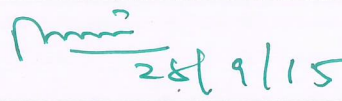

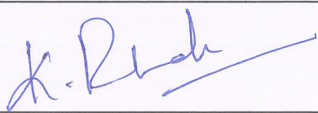
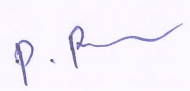
Proceedings of the Grievance redressal committee held on 28<sup>th</sup> September 2015 at 10AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

1. Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
2. Dr.B.Ramesh, M.Sc., M.Phil., Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
3. Mrs.K.Porkodi, M.Sc., M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Ms.P.Banupriya, M.A., Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor read the minutes of the previous meeting expressing that the extension of more pipeline settings for drinking water facility separately for boys and girls were carried out and extension of two-wheeler parking with sunshade work was under progress which would be completed by next month. She put forwarded students' grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community

Date of meeting	Students' grievances	Action taken
28.09.2015	To replace torn sports materials particularly Volley ball and foot ball	Considered and recommended to purchase new sports Volley ball and foot ball
	To extend library space for studying purpose with chairs and tables	Committee chairman decided to extend the space of library with extra tables and chairs for reading purpose

The committee member proposed vote of thanks and the meeting came to an end at 11.10 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

**Sri Sankara Arts and Science College, Autonomous  
Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

14/10/2015

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : October 14<sup>th</sup> 2015  
**Agenda** : To discuss the grievances reported by the students for redressal measures

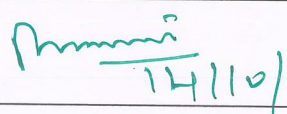

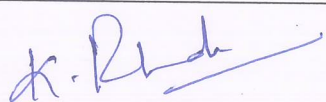

Proceedings of the Grievance redressal committee held on 14<sup>th</sup> October 2015 at 10AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

- 1.Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
- 2.Dr.B.Ramesh, M.Sc., M.Phil.,Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
- 3.Mrs.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
- 4.Ms.P.Banupriya, M.A., Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor read the minutes of the previous meeting stating that the torn sports materials were replaced and extension of library space for reading purpose was started. She also conveyed that the extension of two-wheeler parking with sunshade was completed. She put forwarded students' grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community

Date of meeting	Students' grievances	Action taken
14.10.2015	To repair electrical appliances i.e tube lights and fans in S-12 class room	Recommended the electrician to repair tube lights and fans in S-12 class room
	To replace damaged doors in girls restroom	Decided to replace damaged doors in girls restroom

The committee member proposed vote of thanks and the meeting came to an end at 11.05 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

**Sri Sankara Arts and Science College, Autonomous**

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

28/12/2015

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : December 28<sup>th</sup> 2015  
**Agenda** : To discuss the grievances reported by the students for redressal measures

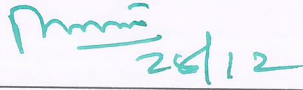



Proceedings of the Grievance redressal committee held on 28<sup>th</sup> December 2015 at 11AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

1. Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
2. Dr.B.Ramesh,M.Sc.,M.Phil.,Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
3. Mrs.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Mrs.P.Banupriya, M.A.,M.Phil, Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor read the minutes of the previous meeting stating that the electrical appliances i.e., tube lights and fans were repaired in S-12 classroom and damaged doors of the girls' restroom were replaced. She put forwarded students' grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community

Date of meeting	Students' grievances	Action taken
28.12.2015	To remove honey bee hive from a tree adjacent to hostel accomodation area	Recommended and decided to remove honey bee hive as early as possible for students' sake
	To install RO purifier water plant for hostel students	Decided to install RO purifier plant for drinking purpose for hostel students

The committee member proposed vote of thanks and the meeting came to an end at 12.15 PM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

**Sri Sankara Arts and Science College, Autonomous**

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

25/01/2016

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : January 25<sup>th</sup> 2016  
**Agenda** : To discuss the grievances reported by the students for redressal measures

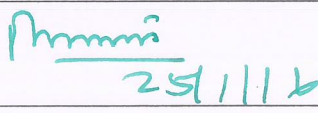

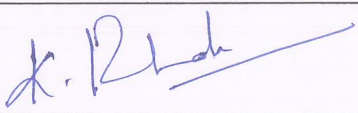
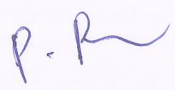
Proceedings of the Grievance redressal committee held on 25<sup>th</sup> January 2016 at 10AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

1. Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
2. Dr.B.Ramesh,M.Sc.,M.Phil.,Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
3. Mrs.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Mrs.P.Banupriya, M.A.,M.Phil, Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor read the minutes of the previous meeting conveying that the honey bee hive was removed and RO water purifier plant was installed in the hostel. She put forth students' grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community.

Date of meeting	Students' grievances	Action taken
25.01.2016	To improve the quality and to increase the quantity of food in college canteen	Decided and recommended the supervisor of canteen to take necessary action in improvising quality and quantity of food
	To place dustbins in classrooms of J-block	Decided to place dustbins in each classroom of J-block

The committee member proposed vote of thanks and the meeting came to an end at 11.15 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

**Sri Sankara Arts and Science College, Autonomous**

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

26/02/2016

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : February 26<sup>th</sup> 2016  
**Agenda** : To discuss the grievances reported by the students for redressal measures

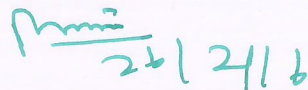



Proceedings of the Grievance redressal committee held on 26<sup>th</sup> February 2016 at 10.30 AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

1. Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
2. Dr.B.Ramesh,M.Sc.,M.Phil.,Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
3. Mrs.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Mrs.P.Banupriya, M.A. Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor read the minutes of the previous meeting suggesting the supervisor of the canteen to improve the quality of food and closed type dust bins were kept in J-Block classrooms. She conveyed that the extension of library space for reading purposes was completed and also put forth students' grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community

Date of meeting	Students' grievances	Action taken
26.02.2016	To conduct coaching class for students with arrear papers	Decided by chairman to conduct coaching class for students with arrear subjects after college hours
	To construct smart classroom with digital facility	Chairman decided and recommended to construct digital classroom with modern equipment

The committee member proposed vote of thanks and the meeting came to an end at 11.15 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

**Sri Sankara Arts and Science College, Autonomous**

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

28/03/2016

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : March 28<sup>th</sup> 2016  
**Agenda** : To discuss the grievances reported by the students for redressal measures

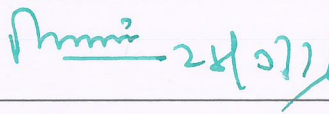

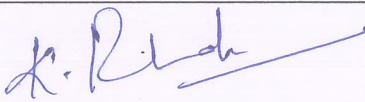

Proceedings of the Grievance redressal committee held on 28<sup>th</sup> March 2016 at 10 AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

1. Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
2. Dr.B.Ramesh,M.Sc.,M.Phil.,Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
3. Mrs.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Mrs.P.Banupriya, M.A.,M.Phil, Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor read the minutes of the previous meeting conveying that the coaching classes for arrear students were conducted for two weeks (01.03.16 - 15.03.16) and also digital classroom was constructed with modern equipment. She put forth students' grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community

Date of meeting	Students' grievances	Action taken
28.03.2016	To lend a reference book for one day study in a week for hostel students	Decided and recommended librarian to lend a reference book for hostel students one day in a week
	To provide healthy drinks and snacks for hostel students	Recommended hostel canteen supervisor to provide healthy drinks and snacks for students

The committee member proposed vote of thanks and the meeting came to an end at 11.15 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

**Sri Sankara Arts and Science College, Autonomous**

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

11/04/2016

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : April 11<sup>th</sup> 2016  
**Agenda** : To discuss the grievances reported by the students for redressal measures




Proceedings of the Grievance redressal committee held on 11<sup>th</sup> April 2016 at 10.30 AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

1. Dr.K.R.Venkatesan, M.A., M.Phil., Ph.D., Principal,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman
2. Dr.B.Ramesh,M.Sc.,M.Phil.,Ph.D., Professor and Head, Department of Biotechnology,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Dean of Academics
3. Mrs.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Ms.P.Banupriya, M.A., Assistant Professor, Department of English,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member

The Principal welcomed all the members and the convenor read the minutes of the previous meeting conveying that the reference books were lent for hostel students and healthy snacks, drinks were provided for hostel students. She put forwarded students' grievances before committee members for their suggestions. The grievances reported by the students were discussed and the following redressal measures were suggested for the betterment of the students' community.

Date of meeting	Students' grievances	Action taken
11.04.2016	To repair electrical appliances i.e., tube lights and fans in J-11 class room	Decided and recommended electrician to repair tube lights and fans in J-11 class room

The committee member proposed vote of thanks and the meeting came to an end at 11 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	