

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

GRIEVANCE REDRESSAL COMMITTEE

27/06/2017

MINUTES OF MEETING

Venue	:	Bharadwajar seminar hall
Date	:	June 27 th 2017
Agenda	:	To discuss the grievances reported by the students for redressal measures

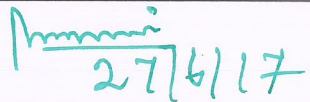


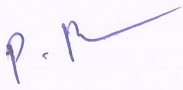
Proceedings of the Grievance redressal committee held on 27th June 2017 at 11AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

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. 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 transport facility was arranged for the students who attended the coaching class. She also conveyed students' grievances before the 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
27.06.2017	To paint black boards in S & J Block Classrooms	Decided to paint all classrooms in all the blocks
	To increase number of drinking water taps in canteen	Decided to increase tap numbers and also to provide stainless steel water tumblers

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	 27/6/17
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

26/07/2017

MINUTES OF MEETING

Venue : Committee Hall
Date : July 26th 2017
Agenda : To discuss the grievances reported by the students for redressal measures

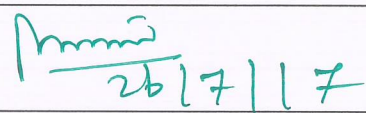

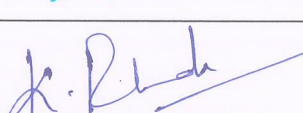

Proceedings of the Grievance redressal committee held on 26th July 2017 at 11.30 a.m. in Committee Hall under the presidentship of Chairman. The following members were present in the meeting:

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 numbers of tumblers and taps for drinking purposes were increased and all the blackboards were painted in S and J-block classrooms. She also conveyed students' grievances before committee members for their suggestions. The grievances reported by the students' had conversed and the following redressal measures were suggested for the betterment of the students' community.

Date of Meeting	Students' Grievances	Action Taken
26.07.2017	Requested for drinking water facility in boys hostel	Decided to install an RO Water plant in boys hostel
	Request for additional rest rooms	Decided to build additional rest rooms for girls and boys separately

The committee member proposed vote of thanks and the meeting came to an end at 12.35 p.m.

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
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GRIEVANCE REDRESSAL COMMITTEE

28/08/2017

MINUTES OF MEETING

Venue : Bharadwajar seminar hall
Date : August 28th 2017
Agenda : To discuss the grievances reported by the students for redressal measures

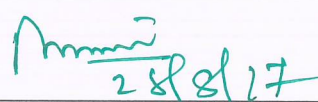

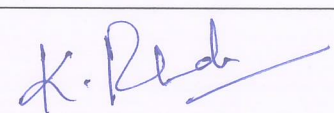

Proceedings of the Grievance redressal committee held on 28th August 2017 at 12.30 PM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

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 RO water purifier was installed for the drinking water facility in the hostel and the extension of the girls' restroom building was started. Then she conveyed students' grievances before committee members for their suggestions. The grievances reported by the students' had conversed and the following redressal measures were suggested for the betterment of the students' community.

Date of Meeting	Students' Grievances	Action Taken
28.08.2017	Requested to mend the cricket pitch	Decided to construct a new pitch in two months
	PG Students requested to provide additional hour for practicing phonetics in English Language Lab	Permitted to increase an hour per week

The committee member proposed vote of thanks and the meeting came to an end at 01.10 PM

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	 28/8/17
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

Sri Sankara Arts and Science College
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GRIEVANCE REDRESSAL COMMITTEE

22/09/2017

MINUTES OF MEETING

Venue : Advaitham Hall
Date : September 22nd 2017
Agenda : To discuss the grievances reported by the students for redressal measures

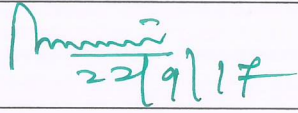



Proceedings of the Grievance redressal committee held on 22nd September 2017 at 11AM in Advaitham Hall under the presidentship of Chairman. The following members were present in the meeting:

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 mending of the cricket pitch was started and an additional hour for practicing language lab in a week was permitted. She also conveyed 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
22.09.2017	To conduct special coaching classes for below average students	Decided and recommended to conduct special Coaching Class for the students who have arrears in semester exams
	Requested to conduct cultural events	Decided to conduct cultural programs at the end of every semester

The committee member proposed vote of thanks and the meeting came to an end at 11.50 a.m.

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
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Enathur, Kanchipuram- 631561**

GRIEVANCE REDRESSAL COMMITTEE

26/10/2017

MINUTES OF MEETING

Venue : Committee Hall
Date : October 26th 2017
Agenda : To discuss the grievances reported by the students for redressal measures

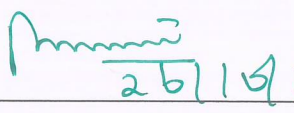


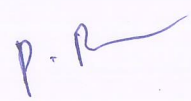
Proceedings of the Grievance redressal committee held on 26th October 2017 at 11.30 AM in Committee Hall under the presidentship of Chairman. The following members were present in the meeting:

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 extension of the girls' restroom was completed. Also coaching classes for arrear students were conducted (22.09.17 - 6.10.17) and cultural events were allowed to organize at the end of the semester. She also conveyed students' grievances before committee members for their suggestions. The grievances reported by the students' had conversed and the following redressal measures were suggested for the betterment of the students' community.

Date of Meeting	Students' Grievances	Action Taken
26.10.2017	Requested to provide varieties of snacks during tea time in hostels	Suggested the supervisor of canteen to provide healthy snack varieties and also to provide extra milk for the students studying at night time for semester examinations

The committee member proposed vote of thanks and the meeting came to an end at 12.35 PM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	 26/10/17
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

Sri Sankara Arts and Science College

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GRIEVANCE REDRESSAL COMMITTEE

22/12/2017

MINUTES OF MEETING

Venue : Bharadwajar seminar hall
Date : December 22nd 2017
Agenda : To discuss the grievances reported by the students for redressal measures

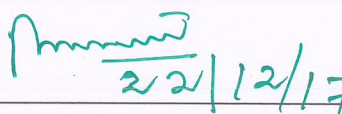

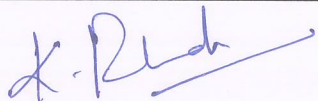

Proceedings of the Grievance redressal committee held on 22nd December 2017 at 11.30 AM in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

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 supervisor of the canteen was suggested to provide different snack varieties for hostel students. The grievances reported by the students' had conversed and the following redressal measures were suggested for the betterment of the students' community.

Date of Meeting	Students' Grievances	Action Taken
22.12.2017	To increase sports practicing hours	Granted to increase the practicing hours. Allowed to practice after college hours up to 5 p.m.
	To provide closing type dustbins in every blocks	Decided to provide the closing type dustbins in all the blocks

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

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	 22/12/17
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

Sri Sankara Arts and Science College
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GRIEVANCE REDRESSAL COMMITTEE

22/01/2018

MINUTES OF MEETING

Venue : Bharadwajar seminar hall
Date : January 22nd 2018
Agenda : To discuss the grievances reported by the students for redressal Measures

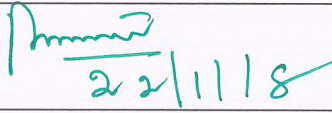

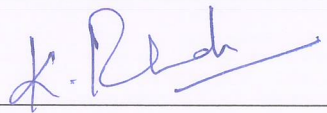

Proceedings of the Grievance redressal committee held on 22nd January 2018 at 11.30 a.m. in Bharadwajar Seminar Hall under the presidentship of Chairman. The following members were present in the meeting:

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 extension of practicing sports up to 5 PM each day and closing type dustbins were placed in all the blocks. She also conveyed students' grievances before committee members for their suggestions. The grievances reported by the students' had conversed and the following redressal measures were suggested for the betterment of the students' community.

Date of Meeting	Students' Grievances	Action Taken
22.01.2018	To remove napkins in restrooms frequently	Decided to install a napkin destroyer machine
	To increase the quality and quantity of food in canteen	Suggested the canteen contractor to increase the quantity of food without compromising in quality

The committee member proposed vote of thanks and the meeting came to an end at 12.05 p.m.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal / Chairman	 22/1/18
Dr. B.Ramesh	Dean of Academics	
Mrs.K.Porkodi	Convenor	
Ms.P.Banu Priya	Member	

Sri Sankara Arts and Science College
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Enathur, Kanchipuram- 631561

GRIEVANCE REDRESSAL COMMITTEE

20/02/2018

MINUTES OF MEETING

Venue : Committee Hall
Date : February 20th 2018
Agenda : To discuss the grievances reported by the students for redressal Measures

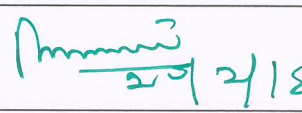

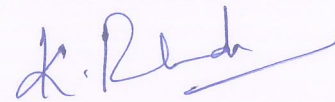

Proceedings of the Grievance redressal committee held on 20th February 2018 at 11.00 a.m. in Committee Hall under the presidentship of Chairman. The following members were present in the meeting:

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 napkin destroyer machine was installed and suggested the canteen contractor to increase the quantity of food without compromising its quality. She also conveyed students' grievances before committee members for their suggestions. The grievances reported by the students' had conversed and the following redressal measures were suggested for the betterment of the students' community.

Date of Meeting	Students' Grievances	Action Taken
20.02.2018	Requested to conduct science exhibition	Decided to conduct in the forthcoming month
	To extend bus routes to some remote villages in Nemili and Tiruthani	Recommended the Bus In-charge to cover the remote areas in both the routes

The committee member proposed vote of thanks and the meeting came to an end at 11.50 a.m.

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
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Enathur, Kanchipuram- 631561

GRIEVANCE REDRESSAL COMMITTEE

30/03/2018

MINUTES OF MEETING

Venue : Committee Hall
Date : March 30th 2018
Agenda : To discuss the grievances reported by the students for redressal Measures

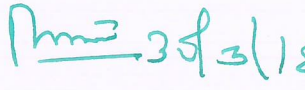


Proceedings of the Grievance redressal committee held on 30th March 2018 at 12.00 p.m. in Committee Hall under the presidentship of Chairman. The following members were present in the meeting:

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 Science exhibition was conducted and transportation up to Thirutani with all boarding points in remote areas was sanctioned. She also conveyed students' grievances before committee members for their suggestions. The grievances reported by the students' had conversed and the following redressal measures were suggested for the betterment of the students' community.

Date of Meeting	Students' Grievances	Action Taken
30.03.2018	Requested to repair and put additional fans in S Block	Decided to install additional fans and replace the repaired fans in the block

The committee member proposed vote of thanks and the meeting came to an end at 12.50 p.m.

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