

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

**Enathur, Kanchipuram- 631561**

**GRIEVANCE REDRESSAL COMMITTEE**

10/07/2024

**MINUTES OF MEETING**

**Venue** : Bharadwajar seminar hall  
**Date** : July, 10<sup>th</sup> 2024  
**Agenda** : To discuss the grievances reported by the students for redressal measures

Proceedings of the Grievance redressal committee held on July, 10<sup>th</sup> 2024 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. Dr.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Mr.R.Krishnamoorthy, M.Sc.,M.Phil Assistant Professor, Department of Computer science. Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member
5. Mr. M.Seshagiri, M.C.A.,M.Phil.,M.Tech.,DCSE.,DCH, Administrative Officer,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member
6. Mr. S.Vijayaraghavan, MBA, Accounts Assistant, 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. She thanked Principal for having resolved the issues. She announced that all the blackboard in L and J blocks were painted and additional taps were fitted for drinking purpose. 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
10.07.2024	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 increase space area in canteen to expand the canteen's space in order to prevent crowding during college hours.	Committee chairman decided and recommended to expand space in the canteen

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	
Dr. B.Ramesh	Dean of Academics	
Dr.K.Porkodi	Convenor	
Mr.R.Krishnamoorthy	Member	
Mr.M.Seshagiri	Member	
Mr.S.Vijayaraghavan	Member	

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

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**GRIEVANCE REDRESSAL COMMITTEE**

17/12/2024

**MINUTES OF MEETING**

<b>Venue</b>	:	Bharadwajar seminar hall
<b>Date</b>	:	December, 17 <sup>th</sup> 2024
<b>Agenda</b>	:	To discuss the grievances reported by the students for redressal measures

Proceedings of the Grievance redressal committee held on December, 17<sup>th</sup> 2024 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. Dr.K.Porkodi,M.Sc.,M.Phil., Assistant Professor, Department of Biochemistry,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Convenor
4. Mr.R.Krishnamoorthy, M.Sc.,M.Phil Assistant Professor, Department of Computer  
science, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member
5. Mr. M.Seshagiri, M.C.A.,M.Phil.,M.Tech.,DCSE.,DCH, Administrative Officer,  
Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member
6. Mr. S.Vijayaraghavan, MBA, Accounts Assistant, 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 improvement in the quality and increment in the quantity of food in canteen were carried out. And also the canteen space was expanded. 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	Grievances	Action taken
17.12.2024	To construct smart classroom with digital facility	Chairman decided and recommended to construct digital classroom with modern equipment
	To expand the existing playground area to provide adequate space for various sports activities	Committee chairman decided and recommended to expand space in the ground

The committee member proposed vote of thanks and the meeting came to an end at 11.55 AM.

Names	Designation	Signature
Dr.K.R.Venkatesan	Principal	
Dr. B.Ramesh	Dean of Academics	
Dr.K.Porkodi	Convenor	
Mr.R.Krishnamoorthy	Member	
Mr.M.Seshagiri	Member	
Mr.S.Vijayaraghavan	Member	