

# RVS COLLEGE OF ENGINEERING AND TECHNOLOGY

Approved by AICTE, New Delhi | Affiliated to Anna University, Chennai

Kumarankottam Campus, Kanampalayam

Coimbatore-641402

## STUDENTS GRIEVANCE REDRESSAL CELL

### Minutes of Meeting Grievance Redressal Cell

The Grievance Committee Meeting was conducted on 25<sup>th</sup> June 2015 at 10:30 in the Principal's cabin.

The following members were present:

1. Dr. V.Gunaraj – Principal of college
2. Dr. P.Rajendran – PROFESSOR & IQAC-Director (Member)
3. Dr.P.Sivakumar –, Associate Professor & HOD-Mechanical (Member)
4. Dr. L.S.Jayashree –, Professor and Dean-CSE (Member)
5. Dr. M.Umaparvathi –, Professor and Head-ECE (Member)
6. Dr. A.Senthilkumar –, Professor (Member)

#### Student Representatives

1. Ms. A. Silvy Anumegalai- Students Representative, Department of Petro chemical Engineering
2. Mr. Abish M Paul – Students' Representative, Department of Mechanical Engineering
3. Mr. M. Sundharamoorthy- Students' Representative, Department of CSE

#### Agenda 1

##### Matters arising from the meeting

#### Responses received from the Suggestions Box:-

Principal Dr.V.Gunaraj informed the committee that the College Counselor was responsible for opening the Suggestion Box on a regular basis and bringing the responses to the attention of the Principal and the Grievance Committee.

Suggestions received this time are as follows:-

S.NO	Students Grievance	Committee's Suggestion for action to be taken	REMARKS
1.	Mosquitoes as an issue in labs and Hostels	It was decided that labs and should have required pest control	
2.	Washrooms on the 2nd floor are dirty	It was decided that Mr. Jayaram (Office) shall be told to instruct the cleaning persons to clean the toilet in the evening	

3.	2nd Floor Water doctor filter need to be replaced	The Principal informed the committee that the institution has to be providing new filter replacement water doctor.	
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Regarding all the above suggestions received from students through Suggestion Box, Principal Dr. V. Gunaraj, suggested that immediate action (in a maximum of 15 days) must be taken

### **Student's Representative Responses**

Student Representative, Ms. A. Silvy Anumegalai reported that though canteen facilities on campus had considerably improved there could be more healthy choices of food offered. She also said that hygiene is better, but can be improved further. Dr.P.Sivakumar suggested that suggestions related to canteen must be given in writing to the Canteen Committee which in turn must follow up and give the action taken for all canteen related issues.

### **Agenda 2:- Other suggestions / Actions to improve facilities.**

It was decided by the committee to create a Maintenance Register, which shall be placed in the office. Any person on campus shall report Maintenance Issues that require attention in the Register. Similarly after solving the issue, the non-teaching staff should report on action taken with the date. Information that such a register has been created must be shared via a notice to all stake-holders

IQAC Director Dr. P. Rajendran also suggested that 2 students from Second Year and 2 from First Year could be included in the committee from the next meeting so that the student representation could be part of the committee for longer time and help us to contribute more effectively.

There is no further agenda to discuss.

Status of Upcoming Meeting: 27/01/2016, Wednesday @ 10.30am.

Vote of thanks by the Member Secretary in General.