



ROHINI

COLLEGE OF ENGINEERING & TECHNOLOGY

Approved by AICTE and Affiliated to Anna University (An ISO 9001: 2015 Certified Institution)

RCET/GRL/2022-23

Date: 06/08/2022

Circular

Sub: Reconstitution of RCET Grievance Redressal Committee

The College Grievance Redressal Committee is reconstituted with the following Composition

<u>Name of the Faculty</u>	<u>Designation</u>	<u>Position</u>
Dr.R.Rajesh	Principal	Chairman
Prof.P.Jeyakumar	Vice Principal	Member-Convener
Dr.T.Varatharajan	Associate Professor/English	Member
Mrs.R.Regina	Assistant Professor / Mathematics	Member
Dr.S.T.Ananth	Associate Professor /MBA	Member
Ms.Varshini	VII Sem ECE	Special invitee
		Students
		Representative

Functions

To provide with proper advocacy to stakeholders to express their grievances freely and frankly without any fear of being victimized;

To analyze the merits of grievances and conduct formal hearings and investigation as the case may be

To protect the privacy and confidentiality of all parties during the investigation, consistent with and subject to the policy guidelines.




DR. R. RAJESH
PRINCIPAL

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GRIEVANCE REDRESSAL CELL
Academic Year 2022-2023

The minutes of the grievance redressal committee meeting

Date: 16/11/2022

The grievance redressal committee meeting was held on 15/11/2022 at the office of the Principal at 4.15 p.m. under the chairmanship of Dr. Rajesh (Chairperson).

Agenda:

- Analyse the grievance of the students and the suggestions.
- Discuss the solution.

The following members attended the meeting.

Sl No.	Name	Position	Designation
1.	Dr. R. Rajesh	Chairman	Principal
2.	Prof. P. Jeya Kumar	Member - Convener	Vice-Principal
3.	Dr.T.Varatharajan	Member	Associate Professor/English
4.	Mrs.R.Regina	Member	Associate Professor/Mathematics
5.	Dr.S.T.Ananth	Member	Associate Professor/MBA
6.	Ms.Varshini	VII Sem ECE	Special invitee Students Representative

The suggestions posted by the students were discussed in the meeting.

Appreciations:

- Good effort taken for introducing online fee remittance process.
- Bus facility was provided to the faculty.
- Separate cupboard facility was provided to the students for keeping the mobiles.

Suggestions /Requisitions / Grievances:

- Time schedule of the college bus is to be reduced
- English is to be made mandatory for campus communication

Actions taken on Suggestions & Grievance Redressal:

- Break timing is scheduled differently for each block to avoid rush.
- Students can remit their fees through online payment mode as well as direct payment mode. This will be possible within two weeks.
- Hostel students can utilize the digital library from 6pm to 8pm.


~~Committee chairperson~~
Principal