



PRATHYUSHA ENGINEERING COLLEGE

CRITERIA-5

Student Support and Progression

5.1 Student Support

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Minutes of Meeting - Student Grievances

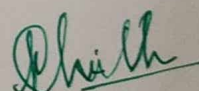
2015 - 2016

PRATHYUSHA ENGINEERING COLLEGE

Date: 10.06.2015

STUDENTS COUNSELING AND GRIEVANCE REDRESSAL COMMITTEE
MEMBERS

Sl. No.	Name	Position (Chairman / Member)	E-mail
1.	Mr. P. Jayaraman	Convener	hod.mech@prathyusha.edu.in
2.	Dr.P. Chitra	Member	hod.it@prathyusha.edu.in
3.	Ms. V.R.Kavitha	Member	hod.cse@prathyusha.edu.in
4.	Mr.Yuvaraj	Member	yuvaraj.ece@prathyusha.edu.in
5.	Mr. M. Dinakara Prasad	Member	dinakarpd@prathyusha.edu.in
6.	Mr. K. Pachaiappan	Member	pachaiappan.ped@prathyusha.edu.in


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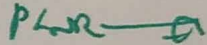
4	Students' Counseling and Grievance Redressal Committee	Dr.P. Jayaraman, HOD, Mechanical Dr.P.Chitra, HOD,IT Ms.V.R.Kavitha,HOD,CSE Mr. Yuvaraj, ECE Mr.M. Dinakaraprasad, Director of Physical Education Mr.K. Pachiappan, Physical Director All HODs	<ul style="list-style-type: none"> • To convene a redressal and review meeting with the students periodically and dispose the grievances of the students then and there. • To give necessary counseling to the needy students and also to receive their feedback. • To appoint mentors and receive feedback from the mentors • To arrange Parents- Teacher- Students meeting periodically to convey the performance of the students. • All decision may be taken by majority in the case of lack of unanimity and the decision shall communicate its decisions to the higher authorities, within 10 days of the receipt of the complaint <p>Frequency of meeting: Once a month</p>	4
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P. M. S.

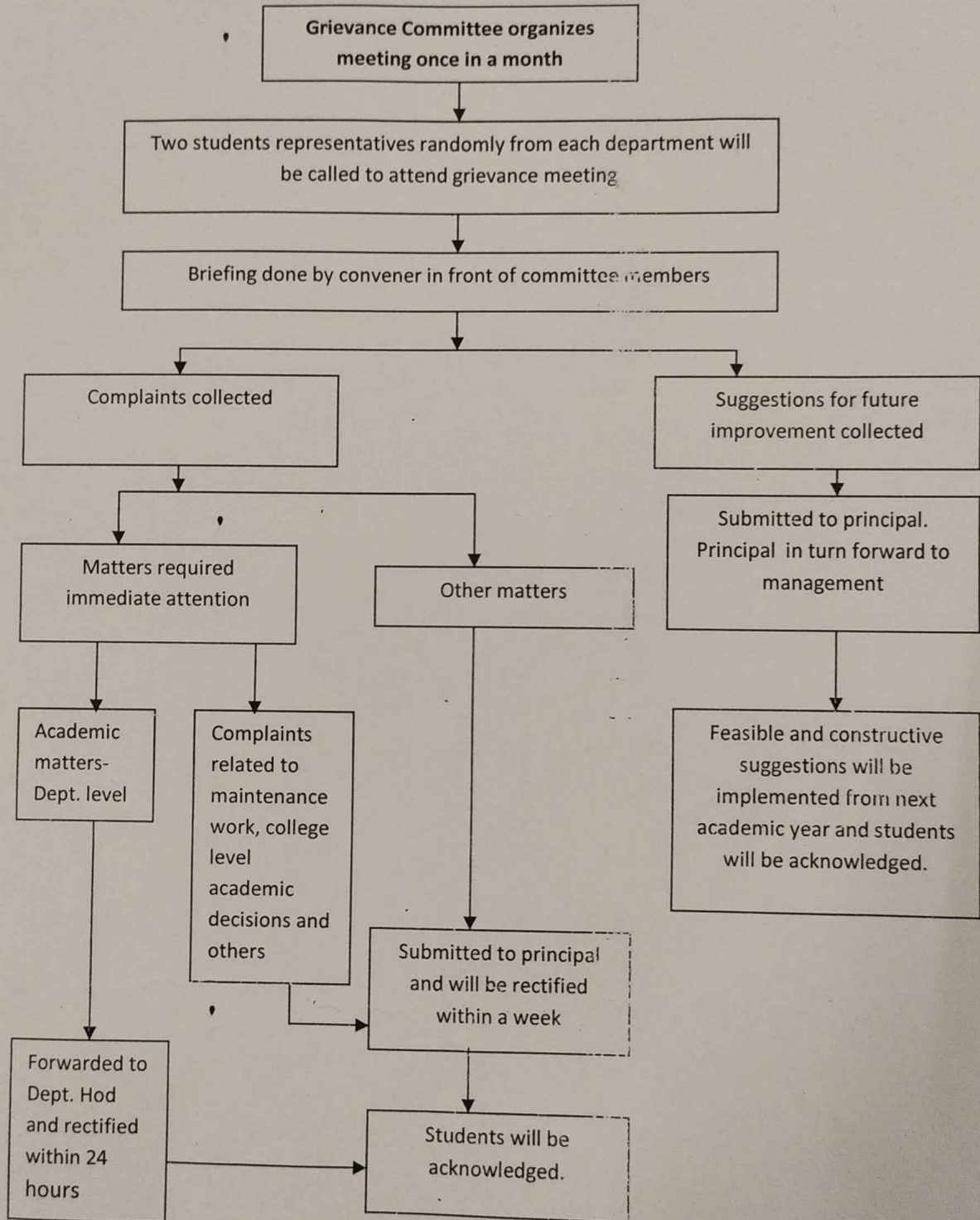
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PRATHYUSHA ENGINEERING COLLEGE
Grievance Redressal committee-
Redressal Mechanism

- Grievance committee is constituted by the Head of the institution and based on the effective functioning of the committee, the same committee will be extended or reconstituted for the next academic year.
- Convener will be sending circular to members, student representatives and conduct meeting once in every month.
- The committee will provide friendly environment to the students to register complaints and suggestions for future improvements.
- The committee will interact with student participants.
- All the complaints will be registered without any bias and giving any on the spot solutions.
- After interactions with students, the complaints will be segregated based on the nature and it will be consolidated with suggestions and forwarded to Principal and HODs.
- Action will be taken by the concerned HODs and Principal and the same will be acknowledged by the committee to students within 7 working days.
- In addition to the above regular meetings, all the students are informed to send their grievances at any time to the mail id: pecgrievances@prathyusha.edu.in
- Students can also register their complaints through the landline phone number: 044-37673767


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PRATHYUSHA ENGINEERING COLLEGE
Grievance Redressal committee-
Functional Methodology



Prasanna
PRINCIPAL

PRATHYUSHA ENGINEERING COLLEGE
ARANVOYAL KUPPAM

STUDENTS'S COUNSELING AND GRIEVANCE REDRESSEL COMMITTEE

Meeting No :1/ /ODD 2015-16

Committee report based on meeting held on 30.7.15

The Convener Mr. P. Jayaraman has organized student's counseling and grievance redressal committee meeting with its members on 30.7.15. The points discussed and suggestions proposed are listed out in the following report.

One Student's representative from each year of each branch were called and asked to report if they have any grievances.

The following are the details of the outcome from student's representatives.

Sl.No	Bracnch	Year	Name of Student's Representative	Grievances/Suggestions	Remark by the committee
1	Civil	II	T.N.S. Chandana	Nil	NA
2	CSE	II	Ramapulla Rao	Nil	NA
3	ECE	II	T.Sriharsha	1 tube light not working in II year class room	Informed to Principal
4	EEE	II	Naveen kumar. K	Nil	NA.
5	IT	II	R.Vigneshwar	Nil	NA
6	Mech	II	Vijayabaskar reddy	Nil	NA
7	BioTech	II	Balaji. S. S.	Nil	NA

Revised

The convener has announced that next meeting will be held on 2.9.15

Members Present:

1. P. Jayaraman-Convener/Head
2. Dr.P.Chitra-HOD/IT
3. Ms.V.R.Kavitha- HOD/CSE
4. Mr. Yuvaraj-AP/ECE
5. Mr.M.Dinakaraprasad-P.D
6. Mr.K.Pachiappan-P.D

- *[Signature]*
- *[Signature]*
- V.R.Kavitha
- *[Signature]*
- *[Signature]*
- *[Signature]*

Copy to All HoD's.

[Signature]
Principal

PRATHYUSHA ENGINEERING COLLEGE

ARANVOYAL KUPPAM

STUDENTS'S COUNSELING AND GRIEVANCE REDRESSEL

COMMITTEE/Meeting No :2 /ODD 2015-16

Committee report based on meeting held on 2.9.15

The Convener Mr. P. Jayaraman has organized student's counseling and grievance redressal committee meeting with its members on 2.9.15. The points discussed and suggestions proposed are listed out in the following report.

One Student's representative from each branch were called and asked to report if they have any grievances. The following are the details of the outcome from student's representatives.

Sl.No	Branch	Year	Name of Student's Representative	Grievances/Suggestions	Remark by the committee
1	BioTech	II	Arthi.S	NIL	NA
2	Civil	II	T.N.S.Chandana	1 Fan not working in II civil class room	Informed to Principal <i>Rectified</i>
3	BioTech	II	Balaji. S. S.	Nil	NA
4	EEE	II A	Balachandar.S	NIL	NA
5	Mech	II A	Karthik R	NIL	NA
6	IT	II	Arunkumar.K	NIL	NA

Members Present:

1. P. Jayaraman-Convener/Head
2. Dr.P.Chitra-HOD/IT
3. Ms.V.R.Kavitha- HOD/CSE
4. Mr.Yuvaraj-AP/ECE
5. Mr.M.Dinakaraprasad-P.D
6. Mr.K.Pachiappan-P.D

- *B. Jayaraman*
- *Dr. P. Chitra*
- *V.R.Kavitha*
- *Mr. Yuvaraj*
- *Mr. M. Dinakaraprasad*
- *Mr. K. Pachiappan*

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Dr. P. Chitra
Principal

PRATHYUSHA ENGINEERING COLLEGE

ARANVOYAL KUPPAM

STUDENTS'S COUNSELING AND GRIEVANCE REDRESSAL COMMITTEE

(EVEN SEM 2015-16) (MEETING NO:1)

Committee report based on meeting held on 28.12.15

The Convener Dr. P. Jayaraman has organized student's counseling and grievance redressal committee meeting with its members on 28.12.15. The points discussed and suggestions proposed are listed out in the following report.

Two Student's representative from each branch were called and asked to report if they have any grievances or suggestions.

The following are the details of the outcome from student's representatives.

Sl.No	Branch	Year	Name of Student's Representative	Grievances/Suggestions	Remark by the committee
1	Mech	I B I B	Yogeswaran. B Venkatarajulu. S	Hot water not available during lunch in mess	Informed to principal <i>Rectified</i>
2	Civil	II B II A	Poovarasan. K Afrin Bhanu. A	NIL	NA
3	ECE	II D II D	Sriharsha Sivaranjani	Water cooler to be cleaned in ECE block	Informed to campus manager <i>Rectified</i>
4	IT	II	P. Pavithran J. Akash	Monday morning tiffin menu can be changed	Informed to principal <i>Rectified</i>

The convener has announced that next meeting will be held on 18.02.16

Members Present:

1. P. Jayaraman-Convener/Head
2. Dr.P.Chitra-HOD/IT
3. Ms.V.R.Kavitha- HOD/CSE
4. Mr.Yuvaraj-AP/ECE
5. Mr.M.Dinakaraprasad-P.D
6. Mr.K.Pachiappan-P.D

- *P. Jayaraman*
- *Dr. P. Chitra*
- *V. R. Kavitha*
- *Yuvaraj*
- *M. Dinakaraprasad*
- *K. Pachiappan*

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Phulki
Principal

for

PRATHYUSHA ENGINEERING COLLEGE

ARANVOYAL KUPPAM

STUDENTS'S COUNSELING AND GRIEVANCE REDRESSEL COMMITTEE

(EVEN SEM 2015-16) (MEETING NO:2)

Committee report based on meeting held on 18.02.16

The Convener Dr. P. Jayaraman has organized student's counseling and grievance redressel committee meeting with its members on 18.2.16. The points discussed and suggestions proposed are listed out in the following report.

Few Student's representative from each branch were called and asked to report if they have any grievances or suggestions.

The following are the details of the outcome from student's representatives.

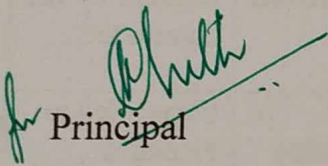
Sl.No	Branch	Year	Name of Student's Representative	Grievances/Suggestions	Remark by the committee
	IT	II III	Hariharan.I Praveenkumar. T Pavithran.P Vishali.S	More number of industrial visit needed	Forwarded to Principal
	EEE	I II III	Arunmuthu.M Balaji.M Srivishnu.A.R.	NIL	NA
	BioTech	I I	Sowmya.V Prathinisha- Prabhakar	NIL	NA
	ECE	I B II B II A II B	E.Vignesh K.Vignesh R.Jayamani Nandhini.J	Mosquito menace in hostel	Forwarded to Principal
	CSE	I A I B II A II B	Bhavani Sri.S Sangeetha.S Gayathri.S Sooryan.P	NIL	NA

Members Present:

1. P. Jayaraman-Convener/Head
2. Dr.P.Chitra-HOD/IT
3. Ms.V.R.Kavitha- HOD/CSE
4. Mr.Yuvaraj-AP/ECE
5. Mr.M.Dinakaraprasad-P.D
6. Mr.K.Pachiappan-P.D

- ^{for} ~~Dr. P. Chitra~~
- ~~Dr. P. Chitra~~
- V.R.Kavitha
- ~~Jy~~
- ~~Mr. M. Dinakaraprasad~~
- ~~Mr. K. Pachiappan~~

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Principal