

CAUVERY COLEGE FOR WOMEN (AUTONOMOUS), TRICHY - 620 018

FIRST GRIEVANCE APPEAL COMMITTEE MEETING

Date : 12.07.2019

CIRCULAR

The first Grievance Appeal Committee meeting will for the odd semester of the academic year 2019-2020 will be held on 22.07.2019 at 12.30 PM at the principal's chamber. The presence of the members of the committee is solicited

Principal  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018,  
Tamilnadu.



Members of the Committee

Category	Members	Signature
Principal	Dr Mrs V Sujatha, M.Com, M. Phil, Ph.D	
Vice Principals	Dr Mrs S Ramalakshmi Dr SinthuJanitaPrakash	<i>[Signature]</i> <i>[Signature]</i>
Physical Directress	Dr Baby Shakila	<i>[Signature]</i>
Counsellors	Dr G Kanaga Dr MetildaBhuvaneswari	<i>[Signature]</i>
Student Representatives	College Union President (JAYASHREE - J) College Union Secretary (V.S. KHAUVYAA) College Union Treasurer (V.S. JAGASHREE)	<i>[Signature]</i> <i>[Signature]</i> <i>[Signature]</i>

CAUVERY COLLEGE FOR WOMEN ( AUTONOMOUS) , TRICHY – 620 018

FIRST GRIEVANCE APPEAL COMMITTEE MEETING

DATE : 22.07.2019

ATTENDANCE OF THE MEMBERS

CATEGORY	MEMBERS	SIGNATURE
Principal	Dr.Mrs.V.Sujatha, M.com,M.phil,Ph.D	V. Sujatha
Vice Principal	Dr.Mrs.S.Ramalakshmi	S. Ramalakshmi
Vice Principal	Dr.Mrs.V.Sindhu Janita Prakash	V. Sindhu Janita Prakash
Physical Directress	Dr.Mrs.Baby Shakila	B. Baby Shakila
Counsellor	Dr.G.Kanaga	G. Kanaga
Counsellor	Dr.G.Mettilda Buvaneswari	G. Mettilda Buvaneswari
Student Representative	Ms.J.Jayashree,College Union President	J. Jayashree
Student Representative	Ms.V.S.Khaavyaa,College Union Secretary	V.S.Khaavyaa
Student Representative	Ms.V.S.Jagaashree,College Union Treasurer	V.S. Jagaashree

**CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY – 620 018**

**FIRST GRIEVANCE APPEAL COMMITTEE MEETING**

**Date : 22.07.2019**

**Time : 12.30 PM**

**Venue : Principal's Chamber**

**Minutes of the meeting**

The first Grievance Appeal Committee meeting for the odd semester of the academic year 2019-2020 was convened on 22<sup>nd</sup> July, 2019 at 12.30 pm at principal's chamber. The members of the committee were welcomed by the convener and the agenda of the meeting was read during the meeting. The principal and the chair-person initiated the meeting and facilitated the discussion. The agenda and the resolutions taken during meeting as follows.

**AGENDA**

- To address the Infrastructural Grievances
- To counsel the Students on various issues
- To have room for Counselling
- To involve all the faculties of department of Social Work in the Counselling Cell

**RESOLUTIONS**

1. There needs to be a procedure followed in addressing the grievances of the staff and students. Student in-charges in each floor receive complaints from the staff and students from their respective floors which would be communicated to the respective floor in-charges and the floor in-charges address the grievances or take the complaints to Physical directress to take further action to get all those complaints redressed.
2. Records to be maintained for the complaints received.
3. Prior information to be given to students regarding the day order to be followed next day of any function in the college (when the day order is not followed during the function).
4. Counselling students on
  - Student-teacher relationship
  - Personal Problems
  - Psychological Problems
  - Adjutmental Problems
  - Behavioural problems



- Financial and the problem of academic backwardness

5. Counselling is provided at Room. No B5 till August 12<sup>th</sup>, 2019. Thereafter the room in the ground floor in C block will be used.
6. All the staff of the Social Work departments department will be involved in counselling.

*v. vijetha*

*27-7-2019*

Principal  
Cauvery College F  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018.  
Tamilnadu.



2.1.2020

Principal  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Truchirappalli - 620 018,  
Tamilnadu.

**CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS)  
TRICHY-18**

**SECOND GRIEVANCE APPEAL COMMITTEE MEETING**

**Date: 02.01.2020**



**CIRCULAR**

**Grievance Appeal Committee**

The Grievance Appeal committee's second meeting for the Even semester of academic year 2019-2020 will be held on 10.01.2020 at 10.30 am at the Principal's chamber .The presence of the members of the committee is solicited.

**Members of Grievance Appeal Committee**

Category	No	Members
Principal	1	Dr .V Sujatha, M.Com, M. Phil, Ph.D
Vice Principals	2	Dr. S Ramalakshmi Dr .SinthuJanitaPrakash
Physical Directress	1	Dr .Baby Shakila
Counsellors	2	Dr .G Kanaga Dr .MetilldaBhuvaneswari
Student Representatives	3	College Union President College Union Secretary College Union Treasurer

**CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS),  
TRICHY-18**

**SECOND GRIEVANCE APPEAL COMMITTEEMEETING**

**Date: 10.01.2020**

**ATTENDANCE**

Sl.no	Members	
1	Dr .V Sujatha, M.Com, M. Phil, Ph.D	V. Sujatha 10.1.2020
2	Dr. S Ramalakshmi Dr .SinthuJanitaPrakash	S. Ramalakshmi 10/1/2020 Sinthu Prakash
3	Dr .Baby Shakila	Absent
4	Dr .G Kanaga Dr .MetildaBuvaneswari	G. Kanaga M. Metilda
5	College Union President	[Signature]
6	College Union Secretary	V.S. [Signature]
7	College Union Treasurer	V.S. [Signature]



# CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY-18

## SECOND GRIEVANCE APPEAL COMMITTEE MEETING

**Date : 10.01.2020**

**Time : 1.30 PM**

**Venue : Principal's Chamber**

### Minutes of the Meeting

The second Grievance Appeal Committee meeting for the even semester of the academic year 2019-2020 was convened on 10.01.2020 at 1.30 PM at the principal's chamber. The members of the committee were welcomed by the convener and the agenda of the meeting was read during the meeting. The principal and the chair-person facilitated the discussion. The agenda of the meeting and the resolutions taken during the meeting as follows.

### AGENDA

- ✓ **Welcome Address**
  
- ✓ **To address the issues related to**
  - Discussion on grievances of Students /Staff
  - Grievances related to infrastructure (Drinking water boards, Male rest rooms etc)
  - Student -Faculty Relationship
  - Counselling Cell of Social work department-Privacy issues
  - Welfare of students (health Centre)
  - Separate room for PhD scholars

### RESOLUTIONS

1. Boards bearing "Drinking water" needs to be kept on all drinking water points.

2. Room No.B5 needs to be cleaned and used for counselling.
3. The existing room for the ailing students needs to be properly used.
4. A separate centre for the students for their DTP work attached with the E cell.
5. Needs to look after the seepage of water in the 3<sup>rd</sup> floor , provide black board for room No.C14, staff room and rest room for the department of Social Work and vehicle parking places for the staff.
6. Need to have more number of rest rooms for males.
7. To encourage all the departments to arrange for an exhibition on a common day.



*v. vijetha*  
*11.1.2020*  
Principal  
Cauvery College For Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018.  
Tamilnadu.