

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

GRIEVANCE APPEAL COMMITTEE MEETING

Date: 04 .06.2020

CIRCULAR

Grievance Appeal Committee

The Grievance Appeal committee's next meeting for the Odd semester of academic year 2020-2021 will be held on 11.06.2020 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 .MetildaBhuvaneswari
Student Representatives	3	College Union President College Union Secretary College Union Treasurer

V. Sujatha
11.6.20
Dr. S. Ramalakshmi
11/6/2020
Dr. Sinthu Janita Prakash
11/6/2020
B. Baby
G. Kanaga
11/6/2020
h. neetha
11/6/2020

CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS),
TRICHY-18

GRIEVANCE APPEAL COMMITTEE MEETING (Odd Semester)

Date: 11.06.2020

ATTENDANCE CERTIFICATE

Sl.no	Members	
1	Dr .V Sujatha, M.Com, M. Phil, Ph.D	V. Sujatha
2	Dr. S Ramalakshmi Dr .SinthuJanitaPrakash	S. Ramalakshmi S. SinthuJanitaPrakash
3	Dr .BabyShakila	B. BabyShakila
4	Dr .GKanaga Dr .MetilldaBuvaneswari	G. Kanaga M. MetilldaBuvaneswari
5	College Union President	absent
6	College Union Secretary	absent
7	College Union Treasurer	absent

Grievance Appeal Committee

First Meeting

AGENDA

- Problems due to over usage of Phone
- Frequent recharge of Mobile phones
- More hours of usage
- Problems of Teachers
- Problems in handling certain software
- Network Issues
- Lack of digital competency



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6.11.2020
Principal
Cauvery College For Women
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Tiruchirappalli - 620 018.
Tamilnadu.

CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY-18

FIRST GRIEVANCE APPEAL COMMITTEE MEETING

Date : 11.06.2020

Time : 10.30 AM

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 **11.06.2020** at 10.30 am 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 have discussion of the following issues**
 - Problems due to over usage of mobile phones
 - Frequent recharge of mobile phones
 - Problems faced by teachers due to online classes
 - Problems in handling certain soft wares by the staff.
 - Network Issues
 - Lack of digital competency.

RESOLUTIONS

1. Addressing the problems of students in attending online classes during the lockdown
2. Orienting students in using online softwares – google classrooms, goole forms, genomia etc.
3. Organizing faculty development programmes in handing online classes, assessment tools etc.
4. Training students in designing e posters and invitafions.
5. Organizing regional, State, National and International Level Webinars in order to continue the activities of the college both academic and non-academic for the befit of the students and teachers.
6. All the teachers and non-teaching faculties are provided 100% salary during the lockdown with 100 % bonus.
7. To extend a helping hands to deserving students by distributing smart phones by the college management for their uninterrupted learning.



V. Vijatha
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CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS)
TRICHY-18

GRIEVANCE APPEAL COMMITTEE MEETING

Date: 19.02.2021

CIRCULAR

Grievance Appeal Committee

The Grievance Appeal Committee's meeting for the Even semester of academic year 2020-2021 will be held on 23.02.2021 at 12.45pm 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 .Sinthu Janita Prakash
Physical Directress	1	Dr .Baby Shakila
Counsellors	2	Dr .G Kanaga Dr .Metilda Bhuvaneswari
Student Representatives	3	College Union President College Union Secretary College Union Treasurer



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CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS),
TRICHY-18

GRIEVANCE APPEAL COMMITTEE MEETING (Even Semester)

Date: 23.02.2021

ATTENDANCE CERTIFICATE

Slno	Members	
1	Dr .V Sujatha, M.Com, M. Phil, Ph.D	V. Sujatha
2	Dr. S Ramalakshmi Dr .Sinthu Janita Prakash	S. Ramalakshmi Sinthu Janita Prakash 23/2/21
3	Dr .Baby Shakila	B. Baby Shakila 23/02/2021
4	Dr .G Kanaga Dr .Metilda Buvaneshwari	G. Kanaga Metilda Buvaneshwari
5	College Union President	R. P. S. Kalidasa
6	College Union Secretary	I. Pradeep
7	College Union Treasurer	G. Dhivya

GRIEVANCE APPEAL COMMITTEE MEETING

23.02.2021

AGENDA

To have discussion on the following issues

- Student –Teacher Relationship
- Online and Offline classes
- Conduction of Examination
- Facilities in the campus
- Transportation
- Standard Operating System
- Spot deviant behaviors among the Students
- Any other relevant issues



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CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY-18

SECOND GRIEVANCE APPEAL COMMITTEE MEETING

Date : 23.02.2021

Time : 12.45 PM

Venue : Principal's Chamber

Minutes of the Meeting

The second Grievance Appeal Committee meeting for the even semester of the academic year 2020-2021 was convened on 23.02.2021 at 12.45 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 have discussion of the following issues
 - Student – teacher relationship
 - Online and offline classes
 - Conduction of Examination
 - Facilities in the campus
 - Transportation
 - Standard Operating Procedure
 - Spot Deviant behaviours among the students
 - Any other relevant issues

RESOLUTIONS

1. Students -Teacher's relationships can be enhanced by mentor mentee system
2. Online classes had been handled during the pandemic Covid 19, few students encountered connectivity issues. Those problems may be addressed by conducting offline classes since the relaxation in lockdown.
3. Students to be trained in appear for examinations both online and offline mode.
4. Providing facilities based on the need during the pandemic Covid -19. Availability of face masks, sanitizers and devices for monitoring the temperature of staff, students, employees and people who are entering the campus.
5. Maintaining social distancing while students travel in the college bus by accommodating limited number of students in the bus.
6. Constituting a committee to monitor the proper implementation of Standard Operating Procedures in the college
7. Class in-charges to be oriented to spot the students who have deviant behaviors due to the usage of mobile phones and other behavioral problems.
8. To refund the part amount of establishment fee of Rs.6000/ to the hostel students.



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