

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

GRIEVANCE APPEAL COMMITTEE FIRST MEETING

Date: 12.10.2022

CIRCULAR

Grievance Appeal Committee

The Grievance Appeal committee's first meeting for the Odd semester of academic year 2022-2023 will be held on 21.10.2022 at 02.00 pm at Dr.Rameswari Nallusamy Hall .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 .S.Shameem
Physical Directress	1	Dr .Baby Shakila
Counsellors	2	Dr .G Kanaga Dr .MetildaBhuvanewari
Student Representatives	3	College Union President College Union Secretary College Union Treasurer



V. Sujatha
Principal
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Annamalai Nagar,
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Tamilnadu.

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

GRIEVANCE APPEAL COMMITTEE FIRST MEETING (Odd Semester)

Date: 21.10.2022

ATTENDANCE CERTIFICATE

Sl.no	Members	Signature
1	Dr .V Sujatha, M.Com, M. Phil, Ph.D	<i>V. Sujatha</i>
2	Dr. S Ramalakshmi	<i>S. Ramalakshmi</i> 21/10/22
3	Dr .S.Shameem	<i>S. Shameem</i>
3	Dr .Baby Shakila	<i>B. Baby</i>
4	Dr .G Kanaga	<i>G. Kanaga</i>
5	Dr .Metilda Buvaneswari	<i>M. Metilda</i>
6	College Union President	<i>D. Mifor</i>
7	College Union Secretary	<i>A. Ruth.</i>
8	College Union Treasurer	<i>S. Sujatha</i>



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CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY-18

FIRST GRIEVANCE APPEAL COMMITTEE MEETING

21/02/22

Date : 21.01.2022
Time : 2 PM
Venue : Dr.Rameswari Nallusamy Hall



Principal
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AGENDA

- ✓ **Welcome Address**

- ✓ **To have discussion on the following issues**
 - **Infrastructure, portion completion, internal marks etc**
 - **To form a Emotional Resilient Group for Staff to have activities such as**
 - ❖ **Invited lecture on Mental Health**
 - ❖ **Group Sharing**
 - ❖ **Having Relaxation Techniques Singing, cracking jokes, laughter therapy etc**
 - ❖ **Yoga**
 - **Similar group can be formed for students on success of the ERG for staff**

CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY-18

FIRST GRIEVANCE APPEAL COMMITTEE MEETING

Date : 21.10.2022

Time : 10 AM

Venue : Dr.Rameswari Nallusamy Hall

Minutes of the Meeting

The first Grievance Appeal Committee meeting for the odd semester of the academic year 2022-2023 was convened on **21.10.2022** at **10 AM** at **Dr.Rameswari Nallusamy Hall**. 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 a discussion on the following issues**
 - **To form an Emotional Resilient Group for staff to have activities such as**
 - ❖ **Invited lecture on Mental Health**
 - ❖ **Group Sharing**
 - ❖ **Having relaxation by singing, cracking jokes, laughter therapy etc**
 - ❖ **Yoga**
- ✓ **Similar groups can be formed for students on the success of the ERG for staff.**

RESOLUTIONS

1. **To have a club for staff to address their problems through different therapies**
2. **To collaborate with field experts and conduct programmes for the staff to reduce work stress and familial problems**
3. **To start similar clubs for students on the success of such activities for the staff.**
4. **To collaborate with the counselling cell run by the Department of Social Work**



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

**GRIEVANCE APPEAL COMMITTEE FIRST MEETING
(Even Semester)**

Date: 08.04.2023

CIRCULAR

Grievance Appeal Committee

The Grievance Appeal committee's first meeting for the Even semester of academic year 2022-2023 will be held on 11.04.2023 at 02.00 pm at Dr.Rameswari Nallusamy Hall .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 .S.Shameem
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



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

**GRIEVANCE APPEAL COMMITTEE FIRST MEETING
(Even Semester)**

Date: 11.04.2023

ATTENDANCE CERTIFICATE

Sl.no	Members	Signature
1	Dr .V Sujatha, M.Com, M. Phil, Ph.D	<i>V. Sujatha</i>
2	Dr. S Ramalakshmi	<i>S. Ramalakshmi</i> 12/4/23
3	Dr .S.Shameem	<i>S. Shameem</i> 12.4.23
3	Dr .Baby Shakila	<i>B. Baby</i>
4	Dr .G Kanaga	<i>G. Kanaga</i> 12/4/23
5	Dr .Metilda Buvaneswari	<i>M. Metilda</i> 11/04/2023
6	College Union President	<i>S. Nithya</i>
7	College Union Secretary	<i>Vy. SK.</i>
8	College Union Treasurer	<i>S. Nithya</i>



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CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY-18

SECOND GRIEVANCE APPEAL COMMITTEE MEETING

Date : 11.04.2023

Time : 2 PM

Venue : Dr.Rameswari Nallusamy Hall

AGENDA

- ✓ **Welcome Address**

- ✓ **To have discussion on the following issues**
 - To discuss the grievances of students with regard to infrastructure, internals, students-teacher relationship, internal marks, examination pattern, deviant behaviours of students etc
 - To open the Petition Box/Suggestion Box every week
 - Grievances must contain the Student's full name, department, and class and the clear statement of the grievance or complaint to be affirmed
 - To review the petitions and action taken
 - To discuss another issue



V. S. S. S.
12-4-23.

Principal
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SECOND GRIEVANCE APPEAL COMMITTEE MEETING

Date : 11.04.2023

Time : 2 PM

Venue : Dr.Rameswari Nallusamy Hall

Minutes of the Meeting

The second Grievance Appeal Committee meeting for the even semester of the academic year 2022-2023 was convened on 11.04.2023 at 2 PM at Dr Rameswari Nallusamy Hall. The committee members were welcomed by the convener Dr G.Mettilda Buvaneswari and the meeting agenda was read during the meeting. The principal and the chairperson facilitated the discussion. The agenda of the meeting and the resolutions taken during the meeting are as follows.

AGENDA

- ✓ **Welcome Address**

- ✓ **To have a discussion on the following issues**
 - To open the Petition Box/Suggestion Box every week
 - Grievances must contain the Student's full name, department, and class and a clear statement of the grievance or complaint to be affirmed
 - To review the petitions received and actions taken
 - To discuss any other issue

RESOLUTIONS

- The petitions are read in the presence of the principal, vice principal and dean and the action taken needs to be recorded in a separate register and all the petitions to be filed

- The petition/suggestion box was opened twice during the semester and there were 6 complaints received from the students regarding the improvement of services in the college canteen, rectifying the mistakes in the question papers of CIA, improving water facilities in the afternoon session, extra holidays during festivals, arranging an excursion for the hostelites, more CCTV cameras to prevent theft. The action was taken by reporting to the concerned persons.
- When the petition/suggestion box was opened a second time there were only two petitions regarding the cleanliness of classrooms in D Block during inter-departmental cultural competitions and student-teacher relationships. The grievances were reported to the concerned persons and issues were sorted out and redressed. It was resolved during the meeting that the genuine nature of the petitions will be considered based on the identity of the petitioner as per the student grievance policy.
- It was resolved that the petition/suggestion box be opened once a week from the academic year 2023-2024.



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