

**PATRICIAN COLLEGE OF ARTS AND SCIENCE****1<sup>st</sup> Meeting - Grievance Redressal Committee****NO:PCASGRC/2016/08****Date: 08.08.2016**

The meeting of the student grievance redressal committee was held on 08.08.2016 at 2 p.m with the members of committee at Principal's office. The following grievances raised by the students were discussed and the committee ensured that the grievances will be redressed and sorted out within a week.

**MEMBERS PRESENT**

- |                        |                                |
|------------------------|--------------------------------|
| 1. Rev. Bro. Sebastian | - Director cum Secretary       |
| 2. Dr. M. Ravichandran | - Principal                    |
| 3. Dr. Geetha Rufus    | - Vice Principal               |
| 4. Mrs. Meena. B       | - Student Affairs Coordinator  |
| 5. Mrs. Anandapriya. B | - Academic Affairs Coordinator |
| 6. Mark Angelo         | - Student Chairperson          |
| 7. Hephzibah Veronica  | - Student Vice chairperson     |

**AGENDA:**

1. Provision of Note books
2. DA for participating in matches in other colleges.

**MINUTES:**

1. Request made for provision of 2 note books for all subjects by the management. The director assured to look into the matter.
2. Request made for DA during matches for sportspersons. The director outlined the other welfare measures for students and assured to look at the additional facility of DA.



**ACTION TAKEN REPORT** 1. The Management is magnanimous to provide the students, with 2 note books with more number of pages which can be utilized for subjects that require more pages. If the subject teacher expects the students to maintain a separate note book then the students should maintain it. If the subject teacher permits, the students can utilize one notebook for 2 or 3 subjects as well. The management made arrangements for distribution of 2 notebooks for each subject.

2. Since the Management is spending a huge amount for organizing matches, sports day, providing uniform, maintenance of ground, equipment's etc., it was decided that only TA will be given and DA will not be provided.

*Kanichand*

Principal





**PATRICIAN COLLEGE OF ARTS AND SCIENCE**

**2<sup>nd</sup> Meeting Grievance Redressal Committee**

**NO:PCASGRC/2016/09**

**Date: 17.10.2016**

**MEMBERS PRESENT**

1. Rev. Bro. Sebastian - Director cum Secretary
2. Dr. M. Ravichandran - Principal
3. Dr. Geetha Rufus - Vice Principal
4. Mrs. Meena. B - Student Affairs Coordinator
5. Mrs. Anandapriya. B - Academic Affairs Coordinator
6. Mark Angelo - Student Chairperson
7. Hephzibah Veronica - Student Vice chairperson

The meeting of the student grievance redressal committee was held on 17.10.2016 at 2 p.m with the members of committee at Principal's office.

**AGENDA:**

1. Issue of Train Pass Concession.
2. More counters in canteen during break time.

**MINUTES:**

1. Grievance on getting concession form for train pass by girls. The Physical Director will be instructed to look into the matter.
2. To avoid overcrowding in canteen and to ease the rush, separate counter for boys & girls were requested. The director assured to provide more counters.





## ACTION TAKEN REPORT

1. To address the delay in procuring train pass to commute to and fro from college to home, the students were asked to approach the class teacher for assistance. As per the workings of the Railway Department one concession form will be issued for a group of 3 or 5 members travelling in the same route. The tutors were asked to help the students to mobilize the group & process the same through the Physical Director.

3. In order to avoid overcrowding near the canteen area during lunch time, separate counters were opened for boys and girls-4 counters for boys near the canteen and 1 counter for girls in the corridor near the auditorium.

*Kavichand*

Principal





**PATRICIAN COLLEGE OF ARTS AND SCIENCE**

**3<sup>rd</sup> Meeting – Grievance Redressal Committee**

**ACADEMIC YEAR 2016-2017**

**NO:PCASGRC/2017/10**

**Date: 13.02.2017**

The meeting of the student grievance redressal committee was held on 13.02.2017 at 2 p.m with the members of committee at Principal's office.

**MEMBERS PRESENT**

- |                        |                                |
|------------------------|--------------------------------|
| 1. Rev. Bro. OJ Joseph | - Director cum Secretary       |
| 2. Dr. M. Ravichandran | - Principal                    |
| 3. Dr. Geetha Rufus    | - Vice Principal               |
| 4. Mrs. Meena. B       | - Student Affairs Coordinator  |
| 5. Mrs. Anandapriya. B | - Academic Affairs Coordinator |
| 6. Mark Angelo         | - Student Chairperson          |
| 7. Hephzibah Veronica  | - Student Vice chairperson     |

**AGENDA:**

1. Less Water supply in rest room.
2. Extension of time for cultural practice.

**MINUTES:**

1. Students represented on intermittent flow of water in restrooms. The maintenance team will be instructed to ensure proper flow of water.



2. Cultural Practice time extension was sought by the students. The Principal considered the extension of time.
3. **The Students Affairs Committee reported that there were no incidents of ragging or sexual harassment in the campus and the same was to be reported to University / UGC.**

### ACTION TAKEN REPORT

1. Extra load of water was bought to meet the water requirements.
2. Extra time for cultural practice was given .The students were permitted to stay back for practice till 4pm.

*Manichand*

Principal

