

**N.K.T.NATIONAL COLLEGE OF EDUCATION FOR WOMEN
(Autonomous)**

Triplicane, Chennai – 600 005

04.10.2019

NOTICE

GRIEVANCE AND REDRESSAL COMMITTEE MEETING

This is to inform you that the Grievance and Redressal Committee Meeting will be held on 10.10.2019 at 12 noon in our College premises. You are asked to attend the meeting and offer valuable suggestions.









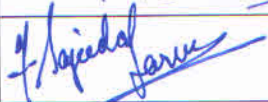



Dr. S. Chamundeswari

PRINCIPAL

Dr. S. CHAMUNDESWARI
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N.K.T. NATIONAL COLLEGE OF EDUCATION
FOR WOMEN (AUTONOMOUS)
TRIPLICANE, CHENNAI-600 005.

Attendance pertaining to the Grievance and Redressal Committee Meeting of the College held on Thursday the 10th October, 2019 at 12.00 noon in our College premises

S.No.	Name and Address	Signature
1	Dr. S. Chamundeswari Principal	
2	Dr. N. Kalai Arasi Associate Professor of Computer Science- Education	
3	Dr. S. Malathi Associate Professor of Education,	
4	Dr. V. Jayashree Priyadarsini Assistant Professor of Biological Science- Education	
5	Mrs. T. Anitha Devi Assistant Professor of Mathematics-Education	ABSENT
6	Dr. T. Sahaya Saila Assistant Professor of Tamil-Education	
7	Dr. Deepa Edwin Assistant Professor of Physical Science-Education	
8	Dr. V.J. Uma Assistant Professor of Physical Science-Education	
9	Mrs. E. Nivethana Assistant Professor of Special Education	
10	Ms. F. Sajeetha Parveen Student Nominee from B.Ed.	
11	Mrs. B. Haleema Rahmath Student Nominee from M.Ed.	

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MINUTES

GRIEVANCE AND REDRESSAL COMMITTEE MEETING

The Grievance and Redressal Committee met on 10.10.2019, Thursday at 12 noon to discuss discomforts, if any put forth by the student-teachers and to find solutions for the same.

Members Present

Dr. S. Chamundeswari	-	Principal
Dr. N. Kalai Arasi	-	Associate Professor of Computer Science - Education
Dr. S. Malathi	-	Associate Professor of Education
Mrs. V. Jayashree Priyadarsini-	-	Assistant Professor of Biological Science- Education
Dr. T. Sahaya Saila	-	Assistant Professor of Tamil-Education
Dr. Deepa Edwin	-	Assistant Professor of Physical Science- Education
Dr. V.J. Uma	-	Assistant Professor of Physical Science-Education
Mrs. E. Nivethana	-	Assistant Professor of Special Education
Ms. F. Sajeetha Parveen	-	Student Nominee from B.Ed.
Mrs. B. Haleema Rahmath	-	Student Nominee from M.Ed.

The Meeting started with an invocation.

At the meeting, the Principal of the College invited the members to voice out their grievances, if any, on matters pertaining to academics, campus cleanliness and functioning of the institution. As all members of the Committee expressed that there were no grievances in particular, it was decided to inform the students about the grievance boxes (3 in number) placed one at the College Building, one near the Office of the Controller of Examinations and the last at the Hostel Reception. The Principal expressed that students should be encouraged to talk and give suggestions for the improvement of the College rather than talking at the back or grumbling.

Further the Committee also opined that in the Student Welfare Committee students should be oriented about the following

- Addressing the Grievances of Students
- Student Discipline
- Complying with the Attendance Norms
- Submission of Files
- Academic and Co-curricular Activities of the College
- Internal Assessment
- College Calendar
- Conservation of Water
- NKT Centre for Excellence & Outreach
- School Observation Schedule
- Diwali Holidays

The student representatives expressed their satisfaction and happiness pertaining to all academic and academic related programmes organized in the College. They also suggested that instructions to be given to students for maintaining discipline and cleanliness in the College campus and to introduce Visitors Pass for outsiders entering the College campus.

The Meeting came to an end with a note of thanks.



Dr. S. CHAMUNDESWARI
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