



Shri Nehru Maha Vidyalaya College of arts and Science,
Shri Gambhirmal Bafna Nagar, Malumachampatti
Coimbatore – 641 050



Estd: 1964

Website: www.snmv.ac.in

Email: response@snmv.ac.in

Academic Year – 2013 – 2014

NO. SGRC/2013/01

Date: 13.08.2013

The meeting of Student Grievance Redressal committee was held on 13.08.2013 at 02:10 p.m. with the members of the committee at II BCOM CA Room no 229.

AGENDA:

Repair and maintenance work

In the meeting the following points were discussed for implementation in 2013-2014:

MINUTES:

1. A need of fixing a new tube tight and mal functioning of a fan in English department Faculty room was reported.
2. The necessity of more lighting facility in girl's hostel was mentioned.
3. The low performance of air-condition in Lab II was registered.
4. The non-working of fan in Room no 109 of III- BCA was pointed out.

Committee members:

SI. No	MEMBER NAME	DESIGNATION / DEPARTMENT
1.	Dr. P.Manjula Suresh	HOD, English & Dean, Languages
2.	Dr. S. Parimala	Dean, Commerce
3.	Mrs. S. Kavunthi	HOD, Maths
4.	Mr. M.Chandra Kumar	HOD, Computer Applications & Computer technology
5.	Ms. B.Chithra	Assistant Professor, Computer Applications & Computer technology
6.	Mr. Jinosh	Administrative Officer



for
Principal



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NO. SGRC /2013/02

Date: 11.10.2013

The meeting of Student Grievance Redressal committee was held on 11.10.2013 at 02.50 p.m. with the members of the committee at Apex Seminar Hall.

AGENDA:

Repair and maintenance work

MINUTES:

The following points were discussed in the meeting:

1. The control switch of the fan and blinking of the tube light in boy's hostel wing I was reported in the meeting.
2. The non-functioning of fan in Room No: 504 and 505 of boy's hostel was stated.
3. The electrical switch and instrumentation room issues were brought to the notice of the committee.
4. The non-working fan in Room No 111 of girl's hostel I and in Room no 1006 of girls hostel II were stated.
5. The defective tube lights in Room no 108 & 109 in III BCA & II BCA department were registered.

Committee members:

Sl. No	MEMBER NAME	DESIGNATION / DEPARTMENT
1.	Dr. P.Manjula Suresh	HOD, English & Dean, Languages
2.	Dr. S. Parimala	Dean, Commerce
3.	Mrs. S. Kavunthi	HOD, Maths
4.	Mr. M.Chandra Kumar	HOD, Computer Applications & Computer technology
5.	Ms. B.Chithra	Assistant Professor, Computer Applications & Computer technology
6.	Mr. Jinosh	Administrative Officer



for *Ho. 5.*
Principal



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NO. SGRC /2013/03

Dates: 12.12.2013

The meeting of Student Grievance Redressal committee was held on 12.12.2013 at 02.30 pm with the members of the committee at Apex Seminar Hall.

AGENDA:

Repair and maintenance work

MINUTES:

1. The non-working fan and geyser in I floor Boy's Hostel were mentioned in the meeting.
2. The complaint about non-working AC in Lab II was registered.
3. The damage of 4 tube lights in II BCOM IT was mentioned in the meeting.
4. One of the switches in room no 601 of boy's hostel wing I was damaged which was pointed out in the meeting

Committee members:

SI. No	MEMBER NAME	DESIGNATION / DEPARTMENT
1.	Dr. P.Manjula Suresh	HOD, English & Dean, Languages
2.	Dr. S. Parimala	Dean, Commerce
3.	Mrs. S. Kavunthi	HOD, Maths
4.	Mr. M.Chandra Kumar	HOD, Computer Applications & Computer technology
5.	Ms. B.Chithra	Assistant Professor, Computer Applications & Computer technology
6.	Mr. Jinosh	Administrative Officer



for *Manjula S.*
Principal



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NO. SGRC /2013/04

Date: 08.01.2013

The meeting of Student Grievance Redressal committee was held on 08.01.2013 at 02:15 pm with the members of the committee in Apex Seminar Hall.

AGENDA:

Repair and maintenance work

MINUTES:

1. The dead condition of the tube light in 1st floor girl's hostel II [east side] rest room was stated in the meeting.
2. The bad performance of the Boy's Hostel fan was pointed out.
3. The non working of UPS in BCOM department was mentioned.
4. The non-working fan in Room no 111 of girl's hostel II was stated.
5. The lack of performance of air condition in computer lab II & III were mentioned.

Committee members:

SI. No	MEMBER NAME	DESIGNATION / DEPARTMENT
1.	Dr. P.Manjula Suresh	HOD, English & Dean, Languages
2.	Dr. S. Parimala	Dean, Commerce
3.	Mrs. S. Kavunthi	HOD, Maths
4.	Mr. M.Chandra Kumar	HOD, Computer Applications & Computer technology
5.	Ms. B.Chithra	Assistant Professor, Computer Applications & Computer technology
6.	Mr. Jinosh	Administrative Officer



Prin. S.
Principal



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NO. SGRC /2013/05

Date: 05.03.2014

The meeting of Student Grievance Redressal committee was held on 05.03.2014 at 02:45 pm with the members of the committee held in Apex Seminar Hall.

AGENDA:

Repair and maintenance work

MINUTES:

1. The leakage of water in the geyser pipe at girl's hostel II was mentioned in the meeting.
2. The low performance of the air conditions in Lab III was mentioned in the meeting.
3. The girl's hostel warden complained about the power failure in room no 112 of girl's hostel.

Committee members:

SI. No	MEMBER NAME	DESIGNATION / DEPARTMENT
1.	Dr. P.Manjula Suresh	HOD, English & Dean, Languages
2.	Dr. S. Parimala	Dean, Commerce
3.	Mrs. S. Kavunthi	HOD, Maths
4.	Mr. M.Chandra Kumar	HOD, Computer Applications & Computer technology
5.	Ms. B.Chithra	Assistant Professor, Computer Applications & Computer technology
6.	Mr. Jinosh	Administrative Officer



for *Lajina S.*
Principal

Date: 25.03.14

ACTION TAKEN REPORT FOR THE YEAR 2013 – 2014

1. The complaint was brought to the knowledge of HOD's through the class tutors. The complaints were rectified at the earliest.
2. The defective tub lights were replaced new fan were fixed.
3. The following rectifications were made.
 - Fan & geyser were serviced the next day.
 - The AC was serviced the next day.
 - The 4 tube lights were replaced with new ones.
 - The old switch was replaced by a new switch.
4. The complaint was brought to the knowledge of HOD through the class tutors. The complaints were rectified at the earliest.
5. The following rectifications were made.
 - The geyser pipe line was serviced.
 - Air conditions were serviced the next day.
 - The geyser was serviced immediately.
 - The complaint was rectified immediately



for Principal
Principal