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CIRCULAR

GRIEVANCE AND REDRESSAL CELL COMMITTEE

DATE:22.03.2024

This is to inform you that the meeting will be held in the principal's cabin at 10:30 a.m. All members of the Grievance and Redressal Cell Committee are requested to attend the meeting without fail.

Agenda:

- Complaints submitted by students should be kept confidential.
- Encourage students to express their grievances openly and without hesitation.
- > Take necessary remedial actions based on the complaints, in consultation with the relevant authorities.
- Assign faculty members to identify areas of conflict among students and promote their strengths in unity and collaboration.

COPYTO:

- 1. Grievance and redressal cell committee
- 2. IQAC



SS INSTITUTE OF PHARMACY. KUPPANUR (PO), SANKARI (TK). SALEM - 637301

NH-544, Kuppanur (Po), Sankari (Tk), Salem(Dt) – 637301, Tamilnadu, India

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MINUTES OF THE MEETING

The following were the proceedings of the meeting:

Regarding the discussion about the functioning of this committee, it was decided that:

- The issues encountered by students and faculty will be communicated to the managementthrough appropriate channels.
- Confidentiality regarding the issues will be upheld.
- The remedial actions implemented will not negatively impact students' careers.
- Each faculty member or discipline will be given an opportunity to present their concerns. Following these discussions, the meeting will be concluded.

The following members were present in the meeting: -

POSITION	NAME	DESIGNATION	SIGNATURE
Chairperson	Dr.C.JOTHIMANIVANNAN	Principal	d
Internal member	Mrs.C.KALAISELVI	Professor	00
Internal member	Mrs.K.SOWNDARYA	Assistant Professor	V.Bo
Internal member	Mr.S.PRAVIN KUMAR	Assistant Professor	S.P. ken 1
Internal member	Mr.M.PRAVEEN KUMAR	Assistant Professor	Me
External member	Mr.V.CHAKRAVARTHY	Advocate	dus
Internal member	Mr.SURIYAPRAKASH	Student	2
Internal member	Mr.DHATCHANAMOORTHI	Student	B



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ACTION TAKEN REPORT

The GRIEVANCE AND REDRESSAL COMMITTEE meeting was conducted on 22nd March of 2024.

Asperthediscussions, the students were requesting the following amenities:

- 1. Wi-Fi and Internet Access
- 2. Study Spaces and Libraries
- 3. Water Maintenance Issues

All the above-mentioned amenities status were mentioned din the below benefits of student's community.

S.NO	GRIEVANCES	ACTIONTAKEN
1.	Wi-Fi and Internet Access	The network speed has greatly improved, leading to faster connectivity
2.	Study Spaces and Libraries	Extend the library hours till 5.30 p.m.
3.	Water Maintenance Issues	The malfunctioning water coolers have been repaired



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This is to inform all B.Pharm students that the library hours have been extended until 5:30 PM. This change aims to provide you with more opportunities to access resources, study materials, and a conducive environment for research. We strongly encourage all students to take full advantage of this extended time. Whether you need to conduct research, complete assignments, or prepare for exams, the library offers a wealth of resources to support your academic journey.

COPYTO:

- 1. Grievance and redressal cell committee
- 2. IOAC
- 3. Library
- 4. Notice board



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BILL COPY OF WATER MAINTENANCE

	S. S. Phoronary & Cooley Ma				
S.No.	Description	Price	Qty.	Amount Rs. P	s.
1.	100 GPD HTC membrane	1600	4	6400	
2.	FR 450	240	4	960	_
3.	20° milton Filter	350	,	350	_
4.	service charge	_ 3	·—	156	_
5.	20" GAC	550	1	556	_
4	3/8 elbow	30	્ય	90	
				1	
	Total		Y	8500	_
Instruc	tions & Mark la	For SK	WATER S	OLUTIONS	
me.	mbrane warranty		SH	1	
Water	Details : Water Flow	S	O/P TD	s	

The malfunctioning water coolers have been repaired

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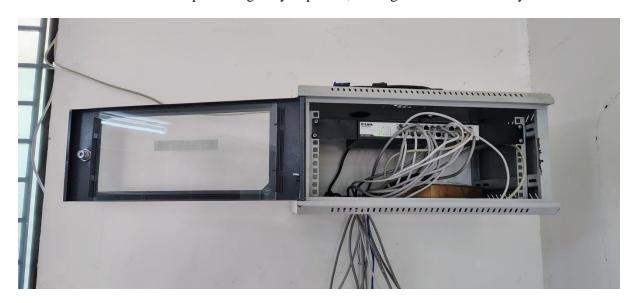
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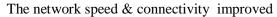
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