**GRIEVANCE COMMITTEE**

**Objectives:**

* To state a clear and fair process for students to raise a Grievance, and to identify the member of staff responsible for setting the Grievance.
* To realize the primary needs of the students and staff and secure civil liberties for everybody ,a Grievance Redressal Cell has been constituted. The cell is indented to find solutions for problems like anti ragging, sexual harassment – any kind of physical or mental harassment ,complaints regarding class room teaching – class room management, completion of syllabus ,teaching methods etc, if and when they arise .The Grievance Redressal cell convenes meetings periodically and takes steps to redress the grievance.

**By –laws for Grievances Committee**

1. Sri Venkateswara College of nursing there shall be a Grievances Committee in this collage to deal with the grievances of students, teachers and other employees.
2. It shall be lawful for the Grievances Committee to entertain and consider grievances or complaints and report to Board of Management on such report shall be final.
3. The Grievances Committee shall consist of the following members

|  |  |  |  |
| --- | --- | --- | --- |
| **S.No** | **Name** | **Designation** | **Position held in committee** |
| 1 | Mrs.U.Jhansi Rani | principal | Chair person |
| 2 | Mrs.P.Anusha | Assistant professor | Member |
| 3 | Mrs. S.Sujitha | Assistant professor | Member |
| 4 | Mrs.B.Madhuravani | Assistant professor | Member |
| 5 | Mrs. Vasantha.C | Assistant professor | Member |
| 6 | Ms. Ishrat Katoon | Student members | Member |

1. The employee of the college shall have to submit her complaint in a prescribed from along with necessary documents in support of her complaint. The employee shall have to apply individually and represent her case before grievances.
2. The committee may give its recommendations as far as possible within a period of six months.
3. The employee shall not be allowed to file a case in any court when the matter is pending before the Grievances Committee.
4. The Board of management shall take final decision after receiving the report from the Grievances Committee.

**SUB: SVCON –CTR-GRIEVANCES REDRASSAL COMMITTEE-RECONSTITUTED**

**2020-2021**

The following Grievances Redrassal committee is reconstituted to address the grievance of the staff and students of the institution.

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| --- | --- | --- | --- |
| **S.No** | **Name** | **Designation** | **Constitution Role** |
| 1 | Mrs. U. Jhansi Rani | principal | Conviner |
| 2 | Mrs.P.Anusha | Assistant Professor | Members secretary |
| 3 | Mrs.S.Sujitha | Assistant Professor | Member |
| 4 | Mrs.B.Madhuravani | Assistant professor | Member |
| 5 | Mrs.Vasantha.C | Assistant professor | Member |
| 6 | Mrs. Jhansi | Tutor | Member |

* The committee is indented to find solutions for problems such as physical or mental harassment, complaints regarding class room teaching – class room management, completion of syullabus, teaching methods etc., if and when they arise.
* The committee shall also discuss the various basic problems of the students , teachers and non teaching staff of the college and suggest and implement remedial measures.
* The Grievances Redrassal committee has to convene meetings periodically and take steps to redress the grievence.The proccedings of the meetings must be recorded in minutes book which should be in the custody of the convener.
* All the members of the committee are here by informed to sign in fornt of their names as acknowledgement for having recived this memo and for accepting the assignment.

**Minutes of the Grievance Redrassal committee held on Thursday 02.12.2021, at 2.00pm., in seminar hall of the college.**

The meeting was chaired by Mrs.U.Jhansi rani convener Grievance Redrassal committee.

**FOLLOWING MEMBERS ARE ATTENDED MEETING.**

|  |  |
| --- | --- |
| Mrs.U.Jhansi Rani | Principal |
| Mrs.P.Anusha | Assistant Professor |
| Mrs.B.Madhuravani | Assistant Professor |
| Mrs.Vasantha.C | Assistant Professor |
| Mrs.S.Sujitha | Assistant Professor |
| Mrs.S. Manjula | Tutor |

Ms. Ishrat Katoon Student Member

**Item-I**

The students are represted to request to request to provide additional book issues and extension of library timinigs.

**Action taken**: (As per the recommended to the principal)

The committee was recommended to the principal, to arrange the additional books issued to students and extended library timings from 5.30 to 6.00 pm.

**Item –II**

The students are represented to request to arrange of Hospital visits(Students Health Issues)

**Action taken**: (As per the recommended to the principal)

The committee was recommended to the principal to arrange the Hospital Visit Timings to the Students from 9.00 am to 11.00am Everyday

**Item –III**

The students are requested to provide Wi-Fi facility in the campus.

**Action taken**: (As per the recommended to the principal).

Copy to Members present Convenor

(Grievance Redrassal cell)