

## Salaha – The Grievance Redressal Committee

Date 01/01/2016

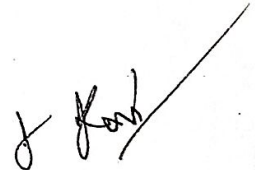
This is to notify that the college management has reconstituted the “Salaha” the Grievance Redressal Committee” under the chairmanship of principal. The following persons are hereby nominated for the committee. The roles and responsibilities will remain same as earlier.

Sl.No.	Name	Designation	Role
1	Dr.Aswath Kumar	Principal	Chairman
2	Ravi Shankara M N	Asst.. Professor	Convener
3	Gnanendra D S	Asst. Professor	Member
4	Agalya P	Asst. Professor	Member
5	Padmanabha G	Asst. Professor	Member
6	Damodaran A	Asst. Professor	Member
7	Prashant kumar HP	Asst. Professor	Member
8	Chaitra	Asst. Professor	Member
9	Ruchita N Kumar	Student BT dept	Member
10	Madhushree	Asst. professor	Member

Wishing you all the best,



**Convener**



**Principal**



**Sapthagiri College of Engineering**  
14/5, Chikkasandra, Hesaraghatta Main Road  
Bengaluru - 560 057

Principal  
**Sapthagiri College of Engineering**  
14/5, Chikkasandra, Hesaraghatta Main Road  
Bengaluru - 560 057

**Circular**








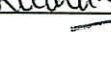

SCE/GRC/2015/001

Date: 03/01/2016

A meeting of grievance committee has been convened on 04/01/2016 at principal chamber at 2-00 pm. All the committee members are hereby informed to attend the meeting without fail.

**Agenda :** (i) To discuss the grievances / suggestions received

(ii) To analyze the resolutions taken in the previous meeting.

Sl.No.	Name	Designation	Role	Signature
1	Gnanendra D S	Asst. Professor	Member	
2	Agalya P	Associate Professor	Member	
3	Padmanabha G	Asst. Professor	Member	
4	Damodaran A	Asst. Professor	Member	
5	Prashant kumar HP	Asst. Professor	Member	
6	Madhushree	Asst. Professor	Member	
7	Chaitra	Associate Professor	Member	
8	Bhavya N P	Asst. Professor	Member	
9	Ruchita N Kumar	Student, BT	Member	

**Convener**



**Principal**

**Sapthagiri College of Engineering**  
Chikkasandra, Hesaraghatta Road  
Bangalore- 560 057

**Principal**

**Sapthagiri College of Engineering**  
14/5, Chikkasandra, Hesaraghatta Main Road  
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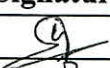

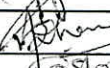

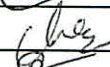



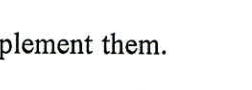


**Grievance Redressal Committee**

**MINUTES OF THE MEETING**

Date 04/01/2016

Today on 4<sup>th</sup> of January 2016 from 2-00 pm onwards a meeting of Grievance Redressal Committee (GRC) held at the Principal's Office to discuss the following agenda in presence of the following members.

Sl.No.	Name	Designation	Role	Signature
1	Gnanendra D S	Asst. Professor	Member	
2	Agalya P	Associate Professor	Member	
3	Padmanabha G	Asst. Professor	Member	
4	Damodaran A	Asst. Professor	Member	
5	Prashant kumar HP	Asst. Professor	Member	
6	Madhushree	Asst. Professor	Member	
7	Chaitra	Associate Professor	Member	
8	Bhavya N P	Asst. Professor	Member	
9	Ruchita N Kumar	Student, BT	Member	

Principal gave opening remarks to the members.


The committee discussed the grievances/ suggestions received and ways to resolve / implement them. The summary of the discussions is given below.

	Agenda	Remarks
1	Request for RO water facility	Committee unanimously accepted the suggestion to install RO water facility at various points in the college and decided to forward the request to management for necessary action.
2	Opening of sports room during class hours	As it is coinciding with class hours, committee decided not allow students to sports room during class hours and decided to convey the same to PED.
3	Extension of Sankalp to two days	Discussed in the last meeting and Management already agreed for the same.
4	College bus not stopping at the specified pick point.	Committee decided to speak to the transport department to resolve the issue.

The meeting was concluded with the vote of thanks by the convener

  
**Convener**

  
**Principal**  
Sapthagiri College of Engineering  
Chikkasandra, Hesaraghatta Road  
Bangalore- 560 057

  
**Principal**  
Sapthagiri College of Engineering  
Chikkasandra, Hesaraghatta Road  
Bangalore- 560 057

# Sapthagiri College of Engineering

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## Circular







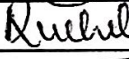
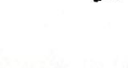

SCE/GRC/2015/002

Date: 28/07/2016

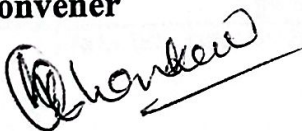
A meeting of grievance committee has been convened on 30/07/2016 at principal chamber at 2-00 pm. All the committee members are hereby informed to attend the meeting without fail.

**Agenda :** (i) To discuss the grievances / suggestions received

(ii) To analyze the resolutions taken in the previous meeting.

Sl.No.	Name	Designation	Role	Signature
1	Gnanendra D S	Asst. Professor	Member	
2	Agalya P	Associate Professor	Member	
3	Padmanabha G	Asst. Professor	Member	
4	Damodaran A	Asst. Professor	Member	
5	Prashant kumar HP	Asst. Professor	Member	
6	Madhushree	Asst. Professor	Member	
7	Chaitra	Associate Professor	Member	
8	Bhavya N P	Asst. Professor	Member	
9	Ruchita N Kumar	Student, BT	Member	

Convener



Principal

Sapthagiri College of Engineering  
Chikkasandra, Hesaraghatta Road  
Bangalore- 560 057

Principal

Sapthagiri College of Engineering  
14/5, Chikkasandra, Hesaraghatta Main Road  
Bangalore - 560 057












**Grievance Redressal Committee**

**MINUTES OF THE MEETING**

Date 30/07/2016

Today on 30<sup>th</sup> of July 2016 from 2-00 pm onwards a meeting of Grievance Redressal Committee (GRC) held at the Principal's Office to discuss the following agenda in presence of the following members.

Sl.No.	Name	Designation	Role	Signature
1	Gnanendra D S	Asst. Professor	Member	
2	Agalya P	Associate Professor	Member	
3	Padmanabha G	Asst. Professor	Member	
4	Damodaran A	Asst. Professor	Member	
5	Prashant kumar HP	Asst. Professor	Member	
6	Madhushree	Asst. Professor	Member	
7	Chaitra	Associate Professor	Member	
8	Bhavya N P	Asst. Professor	Member	
9	Ruchita N Kumar	Student, BT	Member	

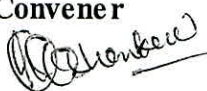
Principal gave opening remarks to the members.

The committee discussed the grievances/ suggestions received and ways to resolve / implement them.  
The summary of the discussions is given below.

	Agenda	Remarks
1	Direction boards for departments	Committee unanimously accepted the suggestion(from an visitor) to install direction boards and request letter to be sent to admin officer for the same.
2	No seats available for seating in college bus.	As the number of students commuting in the college bus in a specific route has increased, the committee requested the principal to send a request letter for the procurement of additional buses for transport
3	Allowing students to class room after 8-30 am	As students are getting late due to intermittent traffic jams in the morning hours, With the permission of principal, the committee decided to allow the students up to 8.45 am for the first hour class and requested the chairman to communicate the same to departmental heads for immediate implementation.
4	Need of fire extinguishers	Fire extinguishers are already in place, however their numbers to be increased. Committee decided to send request to Admin officer for the same.

The meeting was concluded with the vote of thanks by the convener

Convener



Principal

Sapthagiri College of Engineering  
Chikkasandra, Hesaraghatta Road  
Bangalore- 560 057

Principal

Sapthagiri College of Engineering  
14/5, Chikkasandra, Hesaraghatta Main Road  
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## Annual Report of Grievance Reddresal Committee - 2015-16

### Summary of the activities of Grievance Reddresal Committee for 2015-16

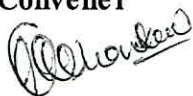
The first Grievance Reddresal committee meeting for the academic year 2015-16 was held on 5<sup>th</sup> January 2017 at 2 pm. The agenda of meeting was to discuss about the grievances/suggestions received by students for academic year 2015-16 and to discuss about the ways to resolve the Grievances.

The second Grievance Reddresal committee meeting was held on 30<sup>th</sup> July 2016 at 2.0 pm to discuss the grievances/suggestions received by the students and ways to resolve the same. Also to discuss about the previous grievances resolutions.

The details are given below.

	Grievances / Suggestions	Remarks
1	Request for RO water facility	Request letter sent to principal for necessary action <u>SCE/GRC/Resol-04 dated 08/01/2016</u>
2	Opening of sports room during class hours	As it is coinciding with class hours, committee decided not allow students to sports room during class hours and decided to convey the same to PED.
3	Extension of Sankalp to two days	Management has already agreed for two day event
4	College bus not stopping at the specified pick point.	Committee spoke to the transport department and appraised the student grievance.
5	Direction boards for departments	Request letter sent to admin officer for necessary action <u>SCE/GRC/Resol-06 dated 08/08/2016</u>
6	No seats available for seating in college bus.	Request letter sent to principal for necessary action <u>SCE/GRC/Resol-05 dated 08/08/2016</u>
7	Allowing students to class room after 8-30 am	HOD are already communicated to allow students up to 8-45 am for first hour classes
8	Need of fire extinguishers	Request letter sent to admin officer for necessary action. <u>SCE/GRC/Resol-06 dated 08/08/2016</u>

Convener



  
Principal

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Principal

Sapthagiri College of Engineering  
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Bangaluru - 560 057



SCE/GRC/Resol-04

Date: 8/01/2016

From,  
The Convener,  
Grievance Redressal Committee,  
SCE, Bangalore.

To  
The Principal,  
SCE, Bangalore.

Dear Sir/Madam,

Subject: Requisition for RO water facility.

The Grievance redressal committee received the request for RO water facility from students. In this regard, committee members are unanimously accepted the student's demand and on the behalf of the committee, I request you consider students demand and do the needful. Kindly oblige.

Thanking You,

Yours Sincerely,



The Convener



Principal

Sapthagiri College of Engineering  
Chikkasandra, Hesaraghatta Road  
Bangalore- 560 057

SCE/GRC/Resol-05

Date: 8/08/2016

From,  
The Convener,  
Grievance Redressal Committee,  
SCE, Bangalore.

To  
The Principal,  
SCE, Bangalore.

Dear Sir/Madam,

Subject: Requisition for new buses for students .

The Grievance redressal committee received the compliant that seats are not available in the college bus. In this regard, committee members are unanimously accepted the student's demand and on the behalf of the committee, I request you consider students demand and do the needful. Kindly oblige.

Thanking You,



Principal  
Sapthagiri College of Engineering  
Chikkasandra, Hesaraghatta Road  
Bangalore-560 057

Yours Sincerely,



The Convener



SCE/GRC/Resol-04

Date: 8/01/2016

From,  
The Convener,  
Grievance Redressal Committee,  
SCE, Bangalore.

To  
The Principal,  
SCE, Bangalore.

Dear Sir/Madam,

Subject: Requisition for RO water facility.

The Grievance redressal committee received the request for RO water facility from students. In this regard, committee members are unanimously accepted the student's demand and on the behalf of the committee, I request you consider students demand and do the needful. Kindly oblige.

Thanking You,



Principal  
Sapthagiri College of Engineering  
Chikkasandra, Hesaraghatta Road  
Bangalore-560 057

Yours Sincerely,



The Convener

SCE/GRC/Resol-06

Date: 8/08/2016

From,  
The Convener,  
Grievance Redressal Committee,  
SCE, Bangalore.

To  
The Admin officer,  
SCE, Bangalore.

Dear Sir/Madam,

Subject: Requisition for Direction boards and Fire extinguishers .

The Grievance redressal committee received the suggestion for installing direction boards inside the campus and to increase the number of fire extinguishers. In this regard, committee members are unanimously accepted the suggestions received and on the behalf of the committee, I request you consider the same and do the needful. Kindly oblige.

Thanking You,



Principal  
Sapthagiri College of Engineering  
Chikkasandra, Hesaraghatta Road  
Bangalore- 560 057

Yours Sincerely,



The Convener