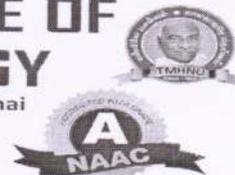




THENI MELAPETTAI HINDU NADARGAL URAVINMURAI  
**NADAR SARASWATHI COLLEGE OF  
ENGINEERING & TECHNOLOGY**

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Vadapudupatti, Annanji (po), Theni - 625 531



**STUDENT GRIEVANCE REDRESSAL COMMITTEE**

**CIRCULAR**

**NSCET /2025-26/SGRC/002**

**26.11.2025**

The Grievance Redressal Committee Meeting has been scheduled on **28.11.2025 (Friday) at 11.30 AM** in the **Board Room**. The meeting will focus on addressing the grievances submitted by students from various departments and reviewing campus-related concerns that impact academic and administrative functioning. All committee members are hereby instructed to attend the meeting without fail, ensuring timely participation for smooth proceedings.

**Agenda of the Meeting**

- Review of major department-level grievances.
- Evaluation of infrastructure-related issues submitted by students.
- Verification of pending actions from previous meetings.
- Discussion on academic support, learning resources, and campus facilities.
- Any other suggestions permitted by the Chairperson.

S.No.	Name of the Member	Designation	Responsibility
1	Dr. C. Mathalai Sundaram	Principal	Chair Person
2	Dr. A.Rajadurai	Professor	Ombudsperson
3	Mr. P. Rajesh Kanna	Police Inspector	Member
4	Mr. Arjunan	Thasildhar	Member
5	Mr. M. Idhayachandran	AP/ECE	Member
6	Mrs. R. Chitra	AP/ EEE	Member
7	Mr. A. Anbu Vasanthan	II/CE	Student
8	Ms. B. Trisha	II/ECE	Student

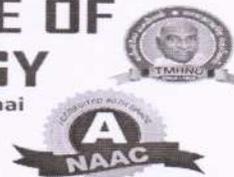
All faculty and student representatives are requested to be prepared with the list of concerns collected from their respective departments.

*Hani* 26/11/25  
**PRINCIPAL**



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**STUDENT GRIEVANCE REDRESSAL COMMITTEE**

**MINUTES OF MEETING**

The meeting was held on 28.11.2025 at 11.30 AM under the chairmanship of  
**Dr.C.Mathalai Sundaram, Principal.**

**Grievances Discussed**

**Requirement of permanent classrooms for certain departments (Major Point)**

- Continuous shifting affects student learning.
- Committee reviewed available buildings for room allotment.

**Projector malfunction in multiple classrooms (Grievance)**

- Students reported blurred display and low brightness.
- Committee instructed technical team to service all projectors.

**Sports ground maintenance issues (Grievance)**

- Students requested cleaning and leveling of the football ground.
- Committee informed physical director to review.

**Hostel housekeeping inconsistency (Grievance)**

- Students informed irregular room cleaning in hostels.
- Committee decided to assign additional housekeeping staff.

**Additional Grievance:**

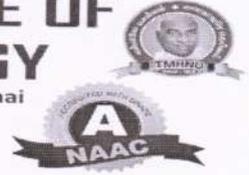
- Insufficient lights in some classrooms resulting in poor visibility.
- Students requested additional dustbins in corridors and common areas.
- Complaint about outdated books in the library and need for latest editions.
- Students requested repair of damaged benches in multiple classrooms.

*Mani*  
28/11/25  
PRINCIPAL



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**STUDENT GRIEVANCE REDRESSAL COMMITTEE**

**ACTION TAKEN REPORT - 30.11.2025**

The following Action was made as listed below:

**Permanent classroom allocation**

- Permanent classrooms allotted to ECE, EEE, MECH.
- Proposal for two new rooms approved.

**Projector servicing**

- All faulty projectors repaired or replaced.

**Sports ground**

- Ground cleaning and leveling completed.

**Hostel housekeeping**

- New cleaning schedule implemented and monitored.

**Additional Grievance:**

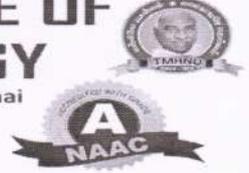
- Electrical maintenance team replaced tube lights and fixed wiring in all identified classrooms.
- Additional dustbins have been placed on each floor and in common areas.
- Library committee initiated the purchase process for latest edition textbooks.
- Damaged benches repaired and replaced based on priority.

*Mani*  
PRINCIPAL 30/11/25



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**STUDENT GRIEVANCE REDRESSAL COMMITTEE**

**CIRCULAR**

NSCET /2025-26/SGRC/001

19.05.2025

The Grievance Redressal Committee Meeting is scheduled to be held on **21.05.2025 (Wednesday) at 11.30 AM** in the **Board Room**. The purpose of the meeting is to review the grievances received from students during the current academic period and to evaluate appropriate solutions to ensure a smooth and student-friendly academic environment. All committee members are instructed to be present positively and on time to facilitate effective discussion and resolution.

**Agenda of the Meeting**

- Review of student-submitted grievances.
- Discussion on issues related to campus facilities and services.
- Collection of feedback from student representatives.
- Formulation of immediate and long-term action plans.
- Any other points permitted by the Chairperson.

**Members to Attend:**

S.No.	Name of the Member	Designation	Responsibility
1	Dr. C. Mathalai Sundaram	Principal	Chair Person
2	Dr. A. Rajadurai	Professor	Ombudsperson
3	Mr. P. Rajesh Kanna	Police Inspector	Member
4	Mr. Arjunan	Thasildhar	Member
5	Mr. N. Mathavan	Vice Principal Admin HOD/ECE	Member
6	Mr. M. Idhayachandran	AP/ECE	Member
7	Mr. A. Anbu Vasanthan	II/CE	Student
8	Ms. B. Trisha	II/ECE	Student

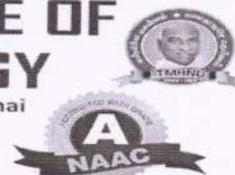
All members are requested to bring any relevant documents or reports required for discussion.

*Hani*  
PRINCIPAL 19/05/25



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**STUDENT GRIEVANCE REDRESSAL COMMITTEE**

MINUTES OF MEETING - 21.05.2025

The meeting was held on 21.05.2025 at 11.30 AM under the chairmanship of  
**Dr.C.Mathalai Sundaram, Principal.**

**Grievances Discussed**

- **Insufficient seating arrangement in the Canteen (Major Point)**
  - Students reported overcrowding during lunch breaks.
  - Long waiting times due to limited tables and benches.
  - Committee discussed temporary seating and long-term expansion.
- **Library seating shortage during study hours (Grievance)**
  - Students stated that seats are not sufficient during exam preparation days.
  - Committee suggested adding chairs and monitoring usage.
- **Poor water taste in drinking water units (Grievance)**
  - Students reported unusual taste in water filters.
  - Committee suggested immediate filter replacement.
- **Bus timing mismatch during evening departure (Grievance)**
  - Some routes leave earlier than scheduled, causing inconvenience.
  - Transport in-charge instructed to verify timings.

*Mani 19/05/25*  
PRINCIPAL



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**STUDENT GRIEVANCE REDRESSAL COMMITTEE**

**ACTION TAKEN REPORT - 23.05.2025**

**The following Action was made as listed below:**

- **Canteen seating issue**
  - 15 benches provided.
  - Expansion proposal submitted to Management.
- **Library seating**
  - 20 additional chairs arranged.
  - Timetable revised for fair usage of reading hall.
- **Water taste issue**
  - Filters replaced and dispensers serviced.
- **Bus timing**
  - Instructions given to strictly follow scheduled timings.

*Mani*  
23/05/25  
PRINCIPAL