



CMS COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.)

Appachigoudanpathy, Kumittipathi PO,
Coimbatore - 641 032.

GRIEVANCES REDRESSAL CELL

CIRCULAR

Ref:CMS CET/GRC/2017-2018/001

20.07.2017

The following members are nominated to constitute a new Grievance Redressal Committee for the academic year 2017-2018.

S.No	Designation	Person
1.	Chairperson	Dr. N. Sudha Principal, CMS College of Engineering and Technology, Coimbatore.
2.	Member	Mrs. G. Chithra Ganapathi, Professor and Head Department of CSE, CMS College of Engineering and Technology, Coimbatore.
3.	Member	Mr. R. Mohanabalan, Assistant Professor and Head Department of EEE, CMS College of Engineering and Technology, Coimbatore.
4.	Member	Mr. S. Prabakaran, Assistant Professor Department of ECE, CMS College of Engineering and Technology, Coimbatore.
5.	Member	Mrs. E. Dhanalakshmi, Assistant Professor, Department of S&H, CMS College of Engineering and Technology, Coimbatore.
6.	Student Member	Diana Rosy (720414103018) IV Year CE
7.	Student Member	Sanoosh P C (720414104017) IV Year CSE
8.	Student Member	Rupa Chhetri (720414105305) IV Year EEE



Principal

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9.	Student Member	Sudharsan V (720414106004) IV Year ECE
10.	Student Member	Kiran Muraleedharan (720414114032) IV Year MECH


20/7/17
CHAIRPERSON

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Principal
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GRIEVANCES REDRESSAL CELL

CIRCULAR

Ref:CMS CET/GRC/2017-2018/002

18.08.2017

It is planned to conduct Grievance redressal committee meeting on 21.08.2017. All the committee members are requested to attend the meeting at 04:00PM in board room. The following will be the agenda of meeting:

Agenda of Meeting:

1. Address of the meeting by Chairperson.
2. Servicing and cleaning of water doctors.
3. All lights and fans should be serviced.
4. Any other agenda, if left out, will be discussed with the permission of chairperson.

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CHAIRPERSON

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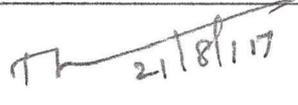
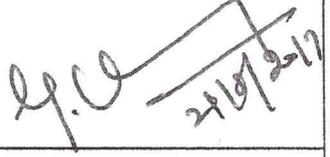
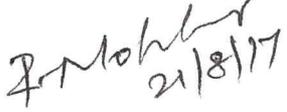
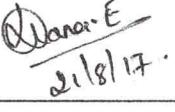
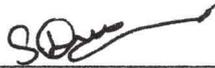
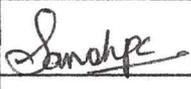
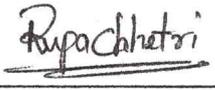
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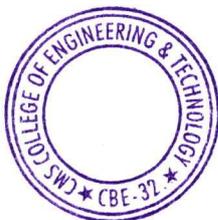
GRIEVANCES REDRESSAL CELL

MINUTES OF THE MEETING

21.08.2017

The Grievance redressal meeting was held on 21.08.2017 in board room. All the committee members participated in the meeting at CMS CET.

S.No	Designation	Person	Signature
1.	Chairperson	Dr. N. Sudha Principal, CMS College of Engineering and Technology, Coimbatore.	
2.	Member	Mrs. G. Chithra Ganapathi, Professor and Head Department of CSE, CMS College of Engineering and Technology, Coimbatore.	
3.	Member	Mr. R. Mohanabalan, Assistant Professor and Head, Department of EEE, CMS College of Engineering and Technology, Coimbatore.	
4.	Member	Mr. S. Prabakaran, Assistant Professor, Department of ECE, CMS College of Engineering and Technology, Coimbatore.	
5.	Member	Mrs. E. Dhanalakshmi, Assistant Professor, Department of S&H, CMS College of Engineering and Technology, Coimbatore.	
6.	Student Member	Diana Rosy (720414103018) IV Year CE	
7.	Student Member	Sanoosh P C (720414104017) IV Year CSE	
8.	Student Member	Rupa Chhetri (720414105305) IV Year EEE	
9.	Student Member	Sudharsan V (720414106004) IV Year ECE	
10.	Student Member	Kiran Muraleedharan (720414114032) IV Year MECH	



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Points Discussed:

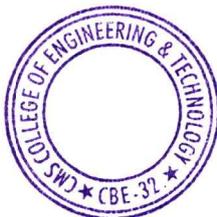
The Members of the grievance redressal cell expressed their grievance about the water doctor service and cleaning, all lights and fans to be serviced. Suggestions given by the student members were also noted. The committee ensured that the grievance will be sorted out within the week.

m 21/8/17

CHAIRPERSON

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GRIEVANCES REDRESSAL CELL

ACTION TAKEN REPORT

01.09.2017

The Grievance redressal committee meeting was conducted on 21.08.2017 at board room.

As per the discussions the members were requested to service all the fans and lights, also to service and clean the water doctor.

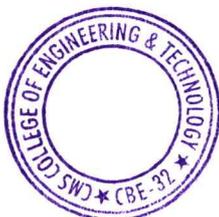
The above mentioned grievance were identified and rectified with the help of electrical maintenance department. The water doctor will be serviced and cleaned every 3 months by the service provider.

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1/9/17

CHAIRPERSON

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GRIEVANCES REDRESSAL CELL

CIRCULAR

Ref:CMS CET/GRC/2017-2018/003

25.01.2018

The Grievance redressal committee meeting is scheduled on 29.01.2018. All the committee members are requested to attend the meeting at 04:00PM in board room. The following will be the agenda of meeting:

Agenda of Meeting:

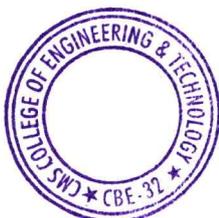
1. Address of the meeting by Chairperson.
2. Review on Previous grievance addressed by the members.
3. Hot water facility to take bath in hostel.
4. Cleaning of labs, sanitation in toilets, dusting in classrooms.
5. Any other agenda, if left out, will be discussed with the permission of chairperson.

m 25/1/18

CHAIRPERSON

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[Signature]

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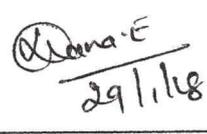
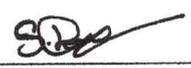
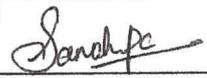
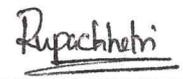
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GRIEVANCES REDRESSAL CELL

MINUTES OF THE MEETING

29.01.2018

The Grievance redressal meeting was held on 29.01.2018 in board room. All the committee members participated in the meeting at CMS CET.

S.No	Designation	Person	Signature
1.	Chairperson	Dr. N. Sudha Principal, CMS College of Engineering and Technology, Coimbatore.	
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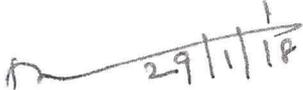
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10.	Student Member	Kiran Muraleedharan 720414114032 IV Year MECH	
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Points Discussed:

The Members of the grievance redressal cell expressed their grievance about cleanliness in labs, toilet and classrooms. The committee ensured that the grievance will be sorted out within two days.


29/1/18

CHAIRPERSON

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GRIEVANCES REDRESSAL CELL

ACTION TAKEN REPORT

05.02.2018

The Grievance redressal committee meeting was conducted on 29.01.2018 at board room.

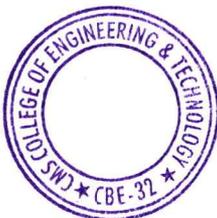
As per the discussions the members were requested to clean the labs, toilets and classroom.

The above mentioned grievance were identified and rectified with the help of housekeeping staffs. The housekeeping staffs are instructed to clean all the labs, classroom after working hours daily. The toilets to be cleaned twice a day regularly.

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