

# CARE



## COLLEGE OF ENGINEERING

(Approved by AICTE and Affiliated to Anna University, Chennai) 27, Thayanur, Trichy - 620009

### GRIEVENCE REDRESSAL CELL ACADEMIC YEAR 2023-2024

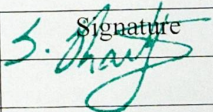
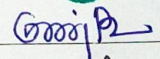
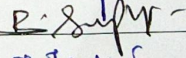
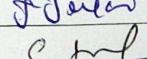
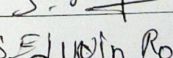
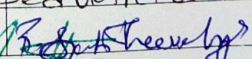
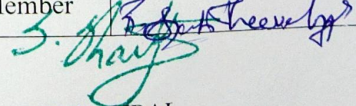
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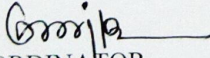
#### Minutes of Meeting

The meeting of the Grievence Redressal Cell was held on 10-07-2023, at 10.00 am Board Room. Dr. D.R. Rajkumar, the Coordinator, welcomed the Chairperson, members, and student representatives of the Grievence Redressal Cell. The following agenda points were discussed during the meeting:

- 1) Dr. D.R. Rajkumar (Coordinator) introduced the members of the Grievence Redressal Cell for the AY 2023-2024.
- 2) He presented the AICTE guidelines regarding the functioning of the Grievence Redressal Cell to all members.
- 3) A discussion was held on the complaints and grievances that were resolved in the previous year.
- 4) All members agreed to meet annually but expressed their willingness to address any complaints or grievances of stakeholders as needed throughout the year.

#### Members Present:

S.No.	Name	Department	Role	Signature
1	Dr.S.Shanthi	Principal	Chairperson	
2	Dr.D.R.Rajkumar	HoD/Mechanical	Coordinator	
3	Ms.B.Sudhapriya	HoD/Civil	Member	
4	Dr.J.Jeyarani	HoD/ECE	Member	
5	Mr.S.Susindhiran	AP/S&H	Member	
6	Mr.S.Edwin Roshan	II Yr Mechanical	Student Member	
7	Mr.R.Saktheevel	II Yr Mechanical	Student Member	

  
COORDINATOR

  
PRINCIPAL

**PRINCIPAL**  
**CARE COLLEGE OF ENGINEERING**  
**No. 27, Thayanur, Trichy-620 009.**

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#27, Thayanur, Tiruchirappalli - 620009

### OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE Minutes of Meeting

OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE MEETING		
Date of Meeting	02-04-2024	Time   10.00 am
Venue	Board Room, CARE College.	

**Meeting Chairman** Dr.S.Shanthi, Principal CARE College of Engineering, Trichy.

**Members attended:**

1	Dr.D.R.Rajkumar Head of the Department, Mechanical Engineering	
2	Mrs.B.Sudhapriya Associate Professor, CIVIL Department.	
3	Dr.J.Jeyarani Professor, ECE Department.	
4	Mr.S.Susindhiran AP/Science & Humanities	
5	Mr.S.Edwin Roshan Student Member / II Year Mechanical	
6	Mr. R. Sakthiveel Student Member /II Year Mechanical	

**Minutes of the Meeting**

1)	The committee members and ombudsman gathered at 09:45 am, Board Room and started discussing the issues given by the students.
2)	The committee visited the students canteen and acknowledge the shortage of students table and stool.
	The committee suggessted a shed can also be installed to accommodate more students table and stool which could be utilized by the students during peak hours like lunch and break periods.
3)	The committee sends the suggestion/ recommendation to the Estate Manager for taking absolute measures immediately.
4)	The committee requested the Management to take immediate action on this issue

Date: 02-04-2024  
Place: CARE,Trichy

Heads of OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE  
**PRINCIPAL**  
**CARE COLLEGE OF ENGINEERING**  
**No. 27, Thayanur, Trichy-620 009.**

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427, Thayanur, Tiruchirappalli - 620009

## OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE Minutes of Meeting

25-01-2023

Date of Meeting	OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE MEETING	
Venue	25-01-2023	Time   10.00 am
	Board Room, CARE College.	

Meeting Chairman Dr.S.Shanthi, Principal CARE College of Engineering, Trichy.

### Members attended:

1	Dr.D.R.Rajkumar Head of the Department, Mechanical	Coosy P 25/01/23
2	Mrs.B.Sudhapriya Associate Professor, CIVIL Department.	B. Sudh 25/1/23
3	Dr.J.Jeyarani Associate Professor, ECE Department.	J. Jey 25/01/23
4	Mr.S.Susindhiran AP/Science & Humanities	S. Susi 25-01-23
5	Ms.S.Rhaxma Student Member / III AI&DS	S Rhaxma
6	Ms.K.Shri Harini Student Member / I MBA	K. Shri harini

### Minutes of the Meeting

1)	Hostel Student studying First year in Computer Science Engineering, sent a request letter to grievance cell for taking action on the issue of meals losing its warmth, sooner during winter season.
2)	After visiting the hostel and understanding the situation, the committee understands the issue is important and to be solved immediately.
3)	The committee sends the suggestion/ recommendation to the Admin Manager for taking absolute measures immediately. One member suggested that there are double boilers like Bain Marie available in the market which would be useful for solving such an issue.
4)	The committee requested the Management to take immediate action on this issue

  
Heads of OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE

Date: 25-01-2023  
Place: CARE, Trichy

  
**PRINCIPAL**  
**CARE COLLEGE OF ENGINEERING**  
No. 27, Thayanur, Trichy-620 009.

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## COLLEGE OF ENGINEERING

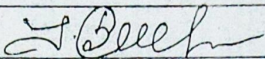
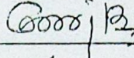
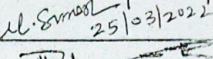
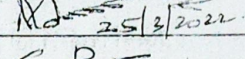
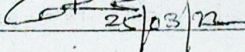
### OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE Minutes of Meeting

25-03-2022

OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE MEETING		
Date of Meeting	25-03-2022	Time 10.00 am
Venue	Board Room	

Meeting Chairman Dr.S.Shanthi, Principal CARE College of Engineering, Trichy.

#### Members attended:

1	Dr.J.Suresh Head of the Department, CSE.	
2	Dr.D.R.Rajkumar Head of the Department, Mechanical Engineering	
3	Dr. M. Sumesh Associate Professor, CIVIL Department.	
4	Dr. A.Pasumpon Pandiyan Dean R&D, Hostel Warden	
5	Dr. G.Ram Doss Academic Dean, CARE CoE	

#### Minutes of the Meeting

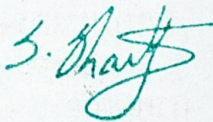
1)	Hostel Student studying third year in mechanical engineering sent a request letter to grievance cell on the rest room waste water leakage in the hostel.
2)	After visiting the rest room and inspect the pipe lines( Both inlet and outlet), the committee understands the issue is important and to be solved immediately.
3)	The committee sends the suggestion/ recommendation to the Admin Manager by taking absolute measures, in future no waste water leakage in any of the rest room ( Both boy's and girl's ) in the Hostel through Hostel Warden as well.
4)	The committee request the Management to take immediate action on fitting new pipelings in the rest room outlets and other rest room pipe lines ( if required)

  
25/3/2022

Heads of OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE

Date:- 25/03/22

Place:- CARE



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**COLLEGE OF ENGINEERING**  
OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE  
Minutes of Meeting

06-10-2021

OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE MEETING		
Date of Meeting	06-10-2021	Time 1.00 PM
Venue	Board room	

Meeting Chairman Dr.S.Shanthi, Principal, CARE CoE, Trichy

Members attended:

1	Dr. M. Suresh Head of the Department, Civil	<i>M. Suresh</i>
2	Dr.D.R.Rajkumar Head of the Department, Mechanical	<i>D.R.Rajkumar</i>
3	Dr.J.Jeyarani Head of the Department Electronics and Communication	<i>J. Jeyarani</i>
4	Dr.M.Murali Asso. Professor, Physics Department	<i>M. Murali</i>

Minutes of the Meeting

1)	A sports student from 3rd year Mechanical Engineering sent a request letter to grievance cell to provide flexible time for throw ball practice during college working hours.
2)	The student selected the Mechanical course under Sports Quota in CARE College of Engineering.
3)	After completing the enquiry about the students performance in sports and Academics, we recommend that the request is sanctioned.
4)	The plea is forwarded to Head of the Department/Mechanical and Physical Director to arrange alternate classes and ground facilities to the student respectively.
5)	The committee also request the physical director, all heads of the department and management to encourage such students to participate in Zonal/National/International level sports by providing flexible time during working hours without affecting their academics.

*S. Shanthi*  
PRINCIPAL  
CARE COLLEGE OF ENGINEERING  
No. 27, Thayanur, Trichy-620 009.

Heads of OMBUDSMAN AND GRIEVANCE REDRESSAL COMMITTEE

*S. Shanthi*

CARE COLLEGE OF ENGINEERING  
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