



**ANAND INSTITUTE OF HIGHER TECHNOLOGY
KAZHIPATTUR – 603 103**

ACADEMIC YEAR 2020 – 2021

Circular

No: AIHT/GRC/2020-2021/C2

Date: 11.07.2020

This is to inform you that, all committee members of Grievance Redressal Committee are requested to assemble in a Conference Room on 20.07.2020 at 10.00 A.M to attend the meeting with Chairperson.

Agenda:

1. To take cognizance of the grievances received from students.
2. To discuss and evaluate the nature of the grievances.
3. To discuss and approve the methods of redressal and appropriate action to be taken in the matter.
4. Any other item with permission of Chairperson.

Chairperson

Copy submitted to:

1. Principal
2. Office
3. All HOD's



ANAND INSTITUTE OF HIGHER TECHNOLOGY
KAZHIPATTUR - 603 103

GRC COMMITTEE MEETING ATTENDANCE (2020-2021)

Date: 20.07.2020

Meeting of Grievance Redressal Committee

Meeting of members of Grievance Redressal Cell called to order on 20.07.2020 at 10:0 a.m. under the Chairperson of Principal Dr. P.Suresh mohan kumar.

Sl.No	Name of the Faculty	Designation	Signature
01.	Dr. P.Suresh mohan kumar	Chairperson & Principal	
02.	Dr. S. RoselinMary	Coordinator	
03.	Dr. K. Karnavel	Member	
04.	Dr. S. Bharathivasu	Member	
05.	Dr. S. Sankaramalliga	Member	



ANAND INSTITUTE OF HIGHER TECHNOLOGY
KAZHIPATTUR – 603 103

MINUTES OF MEETING – GRC COMMITTEE
ACADEMIC YEAR (2020-2021)

Date: 20.07.2020

Proceedings of the meeting of the Grievance Redressal Committee held on 20.07.2020 at 10.00 AM in the Conference Hall.

Sl.No	Name of the Faculty	Designation
01.	Dr. P.Suresh mohan kumar	Chairperson & Principal
02.	Dr. S. RoselinMary	Coordinator
03.	Dr. K. Karnavel	Member
04.	Dr. S. Bharathivasu	Member
05.	Dr. S. Sankaramalliga	Member

The principal welcomed all the members and the convener read the minutes of the previous meeting conveying that damaged door latches in girl's hostel has been replaced and painted the blackboards to enhance the quality. The grievances report by the students' had conversed and the following redressal measures were suggested for the betterment of the student's community.

Date of Meeting	Students Grievances	Action Taken
20.07.20	Request for replacing printers in lab is not in working condition in C-block	Chairman decided and asked to take necessary measures to repair or replace the printers in C – block.
	To arrange industrial visit for final year students	Decided by chairman to organize Industrial visit for final year students

Chairperson



ANAND INSTITUTE OF HIGHER TECHNOLOGY
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ACADEMIC YEAR 2020 – 2021

Circular

No: AIHT/GRC/2020-2021/C1

Date: 20.01.2020

This is to inform you that, all committee members of Grievance Redressal Committee are requested to assemble in a Conference Room on 22.01.2020 at 10.00 A.M to attend the meeting with Chairperson.

Agenda:

1. To take cognizance of the grievances received from students.
2. To discuss and evaluate the nature of the grievances.
3. To discuss and approve the methods of redressal and appropriate action to be taken in the matter.
4. Any other item with permission of Chairperson.

Chairperson

Copy submitted to:

1. Principal
2. Office
3. All HOD's



ANAND INSTITUTE OF HIGHER TECHNOLOGY
KAZHIPATTUR – 603 103

GRC COMMITTEE MEETING ATTENDANCE (2020-2021)

Date: 22.01.2020

Meeting of Grievance Redressal Committee

Meeting of members of Grievance Redressal Cell called to order on 22.01.2020 at 10:0 a.m. under the Chairperson of Principal Dr. P.Suresh mohan kumar.

Sl.No	Name of the Faculty	Designation	Signature
01.	Dr. P.Suresh mohan kumar	Chairperson & Principal	
02.	Dr. S. RoselinMary	Coordinator	
03.	Dr. K. Karnavel	Member	
04.	Dr. S. Bharathivasu	Member	
05.	Dr. S. Sankaramalliga	Member	



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MINUTES OF MEETING – GRC COMMITTEE
ACADEMIC YEAR 2020-2021

Date: 22.01.2020

Proceedings of the meeting of the Grievance Redressal Committee held on 22.01.2020 at 10.00 AM in the Conference Hall.

Sl.No	Name of the Faculty	Designation
01.	Dr. P.Suresh mohan kumar	Chairperson & Principal
02.	Dr. S. RoselinMary	Coordinator
03.	Dr. K. Karnavel	Member
04.	Dr. S. Bharathivasu	Member
05.	Dr. S. Sankaramalliga	Member

The principal welcomed all the members and the convener read the minutes of the previous meeting conveying that damaged door latches in girl's hostel has been replaced and painted the blackboards to enhance the quality. The grievances report by the students' had conversed and the following redressal measures were suggested for the betterment of the student's community.

Date of Meeting	Students Grievances	Action Taken
22.01.20	Request for replacing benches in A-block	Chairman decided and asked to take necessary measures to repair or replace the benches in A – block.
	To arrange industrial visit for third year students	Decided by chairman to organize Industrial visit for third year students


Chairperson