

ST.XAVIER'S CATHOLIC COLLEGE OF ENGINEERING
(Autonomous)
NAGERCOIL - 629 003

*Dr. Subodhini
won / class*

SXCCE/CIR/PRL/G/58/2024

27/6/24 05.06.2024

CIRCULAR

Sub: SXCCE -Grievance Redressal committee -meeting- Reg.

Grievance Redressal committee meeting is arranged on 7th June , 2024 at 3:30 pm at Board room.

Agenda:

1. To present the minutes of previous meeting and action taken.
2. To review the Grievances received in this period & action taken.
3. Other matters

All the members of the committee are requested to attend the meeting without fail.

[Signature]
PRINCIPAL

St.Xavier's Catholic College of Engineering

Grievance Cell Meeting

Venue: Board Room

Time: 3.30pm

Date: 07-06-2024

S.No	Name	Designation / Department	Position	Signature
1.	Dr.J.Maheswaran	Principal	Chair person	<i>Lehma</i> 7-6-24
2.	Dr.V.Christus Jayasingh	Vice Principal	Dean, Student affairs	<i>7/6/24</i>
3.	Dr.A.Suhasini	AP/H&Sc	Secretary	<i>Suhasini</i>
4.	Dr.Jain B Marshal	AP/EEE	Secretary	<i>on leave</i>
5.	Dr.M.Jeyasutha	AP/MCA	Member	<i>J</i>
6.	Mrs.V.Femila Savio	AP/ECE	Member	<i>V.Savio</i>
7.	Mr.L.G.Agnel Livingston	AP/CSE	Member	<i>on leave</i>
8.	Mrs.S.Shielda Balanta	AP/Civil	Member	<i>S.S.Balanta</i> 7/6/24
9.	Mrs.G.GeoJenefer	AP/IT	Member	<i>G.GeoJenefer</i> 7/6/24
10.	Mr.Anitto JX	AP/Mech	Member	<i>Anitto JX</i> 7/6/24
11.	Mrs.S.Josephin Kala	AP/MBA	Member	<i>S.Josephin Kala</i> 7/6/24

Lehma
7-6-24

St. Xavier's Catholic College of Engineering
(AUTONOMOUS)
Nagercoil- 629003
Grievance Redressal Committee Meeting-II, 2023-'24

Date: 07-06-2024

Venue: Board Room

Time: 3.30 pm

Members present: Enclosed

Agenda:

1. To present the minutes of previous meeting and action taken.
2. To review the Grievances received in this period & action taken.
3. Other matters (General Discussion)

The Vice Principal welcomed all the members

Agenda: 1 Minutes of previous meeting & action taken

Sl.No	Matters	Action taken
1.	MCA students are requesting to reduce college timings.	Faculty are requested to inform the students about the curriculum & syllabus and need for 8 periods in a day.
2.	Application of lotion and toilet cleaning should be done after each break.	Informed with hygienic supervisor.
3.	College corridors are not clean.	Informed HODs to instruct their attenders to arrange for cleaning web cob & hygienic supervisor for instructing hygienic staff to keep corridors neat.

4.	There is a lack of appropriate hair trimming and beard removal from boys.	HODs and mentors are requested to monitor the same.
5.	After coaching classes in the evening, students reach home late.	Coaching classes are meant for the students who failed in the Internal assessment exam. Once they complete the exam of that day, they can leave.

Agenda 2: Grievances received in this period via Grievance:

✓ A grievance received from 2nd year AI & DS students, they are asking drinking water facility for their department) Centralized RO plant is already installed and it will ^cwater the needs of full campus soon.


Agenda 3: Other matters (General discussion)

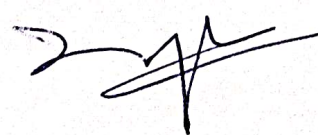
Sl.No	Matters	Action taken
1.	The MBA block has more monkeys that make hazard to the external examiners as well.	Necessary action will be initiated after discussing with forest officials.
2.	In ECE block dogs are roaming more, they follow the two wheeler driving people.	Action will be taken soon.
3.	Class rooms are not cleaned properly.	Hygienic supervisor is instructed to inform the workers for cleaning the class rooms neatly.
4.	Food wastes are not segregated by the students, because three separate drums	Will be informed to the hygienic departments.

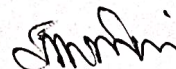
✓ monkeys & dogs create problems some times
✓ class rooms to be cleaned properly

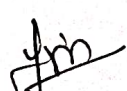
are nowadays not available.

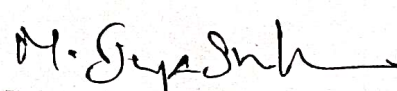
The Vice Principal thanked all the members and the meeting came to an end at 4.15pm.



Dr. J. Maheswaran
(Principal)

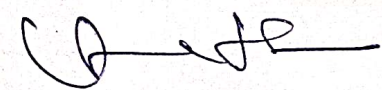

Dr. V. Christus Jayasingh
(Vice Principal)

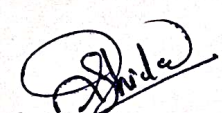

Dr. A. Suhasini
(AP/H&Sc Secretary)



Dr. Jain B Marshal
(AP/EEE Secretary)

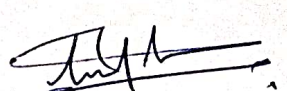

Dr. M. Jeyasutha
(AP/MCA, Member)



Mrs. V. Femila Savio
(AP/ECE, Member)

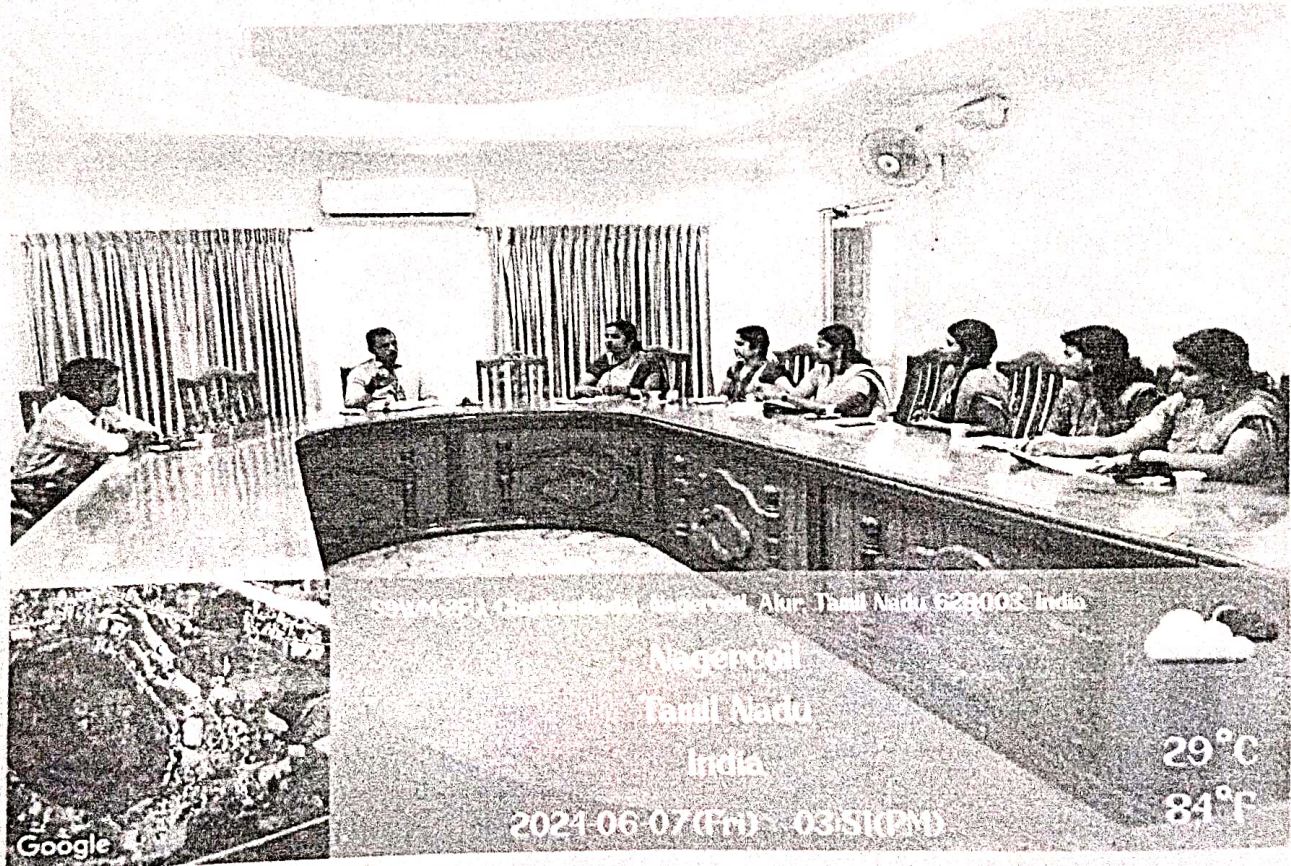

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Mr. A. Anitto Joe Xavier
(AP/Mech, Member)


Mrs. S. Josephin Kala
(AP/MBA, Member)



From:

IInd year AT, Os

SXCEE

Chunkankadai

To

The principal.

SXCEE

Respected sir.

Sub: request for drinking water facility

In our department, the drinking water facility is not available. we want to take water from Civil Department. we are suffering by this discomfort throw out this year. we request you to provide the drinking water facility as earlier possible.

Noted & informed to
Gstake office
to arrange
for a tap
from centralised
RO plant
Thanking you.

Yours faithfully
IInd year AT, Os