



The Kavery Engineering College



Mecheri, Salem Dt, Tamilnadu- 636 453.

(Approved by AICTE, New Delhi & Affiliated to Anna University)

An ISO 9001:2015 certified Institution and accredited by NAAC with A+ grade.

Ref: TKEC/ GRC/ 2025-26 /1

Date: 12.06.2025

CIRCULAR

STUDENTS GRIEVANCE AND REDRESSAL COMMITTEE

The Grievance Redressal Committee meeting is scheduled on 19.06.2025 in the Board Room at 10.00 am. All the members of Grievance Redressal Cell Committee are asked to attend the meeting.

AGENDA:

- Introduction of new committee members for GRC for the academic year 2025-2026.
- Discussion on issues faced by students within the campus.
- Planning activities for student welfare.
- Any other matters with the permission of the chair.


PRINCIPAL

To

1. The members concerned
2. HODs for Information
3. File

Copy submitted to the Chairman / Secretary



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Date: 02.06.2025

CIRCULAR

STUDENTS GRIEVANCE AND REDRESSAL COMMITTEE

The students Grievance Redressal Committee is reconstituted with the following members for academic year 2025-2026

| S.No | POSITION | NAME | DESIGNATION |
|------|-------------------------|---------------------|-----------------|
| 1. | CHAIR PERSON | Dr.V. Duraisamy | Principal |
| 2. | Convener | Dr.S.K.Mohan | HOD/CHEMICAL |
| 3. | Internal Member | Mr. B.Suresh Kumar | HOD ECE |
| | | Dr. M. Balamurugan | HOD/ CSE |
| | | Mr. R.Baskaran | HOD/ S&H |
| | | Dr.M.Mynavathi | AP/S&H |
| | | Dr. E. Jamuna | AP/MECH |
| | | Mrs. V.Vijayakumari | AP/CSE |
| 4. | Students Representative | K.Muthukumar | AI&DS / I YEAR |
| | | K.Priyadharsini | BME / II YEAR |
| | | P.Mayakannan | MECH / III YEAR |
| | | T.Karthik | CHEM/ IV YEAR |

Roles and Responsibilities of the Committee

- ✓ The problems faced by the students should be informed to committee through the proper channel.
- ✓ The committee should maintain the problems secretly.
- ✓ If the management alleviates the issue, decision will be taken to the student.
- ✓ As faculties may also have certain grievances, Every faculty should be given chance to present their problems.



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The committee shall meet periodically and review the grievances raised by the students. The committee shall submit their recommendations to the head of the institution to resolve the issues.


PRINCIPAL


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Ref: TKEC/ GRC/ MoM/2025-26/1

Date: 19.06.2025

Minutes of the Meeting

1. The Chairperson of the committee welcomed the meeting by introducing the newly appointed members of the Grievance Redressal Committee (GRC) and provided a brief overview of the committee's role within the TKEC campus.
2. The committee discussed about the discontinued student Mr.M.Sampath kumar B.E ECE, [2024-25 batch], who raised the complaint regarding the issue of Transfer certificate, The committee studied the complaints in detail and also studied status of payment made for his period of study. Since the candidate had completed one year of study in the college with 60% attendance, the committee suggested to pay the first year tuition fees and transport fees only.
3. The committee engaged in a discussion regarding the common problems encountered within the campus, aiming to identify key issues affecting students and stakeholders.
4. A detailed discussion took place regarding the mechanism for grievance redressal within the campus. Various aspects of the existing grievance redressal system were deliberated upon, with a focus on ensuring efficiency and effectiveness in addressing grievances.

The following members attended the meeting:

| S.No | POSITION | NAME | DESIGNATION | SIGNATURE |
|------|-----------------|----------------------|--------------|-----------|
| 1. | CHAIR PERSON | Dr.V. Duraisamy | Principal | |
| 2. | Convener | Dr.S.K.Mohan | HOD/CHEMICAL | |
| 3. | Internal Member | Mr. B.Suresh Kumar | HOD ECE | |
| | | Dr. M. Balamurugan | HOD/ CSE | |
| | | Mr. R.Baskaran | HOD/ S&H | |
| | | Dr.M.Mynavathi | AP/S&H | |
| | | Dr. E. Jamuna | AP/MECH | |
| | | Mrs. V. Vijayakumari | AP/CSE | |



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|----|-------------------------|-----------------|-----------------|---------------|
| 4. | Students Representative | K.Muthukumar | AI&DS / I YEAR | Konathur |
| | | K.Priyadharsini | BME / II YEAR | J. Priyadarsi |
| | | P.Mayakannan | MECH / III YEAR | Mayakan |
| | | T.Karthik | CHEM/ IV YEAR | T. Karthi |


PRINCIPAL 19/10/2018

To

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